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## Admin Dashboard:

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### 1. Login:

=====

Login from users table

## 2. My Profile:

=====

Upload avatar, edit personal information (name, email (as per verification process), secondary email, primary phone(as per verification process), secondary phone, address, country, city, state, pin code )

## 3. Change password

=====

Change password by sending mail confirmation

## 4. Dashboard:

=====

- i) Top Filter by day on the total user, coaching, test, practice set, quiz, pass total unit
- ii) Net Revenue By month line chart
- iii) Net Revenue By week line chart and also option to see last 6 month, 7 days, weekly and last 6 year
- iv) Recently added packages (Test series, practice set, quiz) listings and action button functionality on the basis of creation date.  
Option to see by Coaching wise and Company wise
- v) Test Series package and Coaching wise results listings and action button functionality on the basis of the student attempted the test only
- vi) Order summary for Today, Yesterday, Week, Month and Year wise
- vii) Order status PIE chart to show the top 3 package and Pass sales report

## 6. Website Management:

=====

Slider show, upload new  
Share coaching link to whatsapp, social sites  
Coaching details  
Add section to show packages(own Test series, Practice sets, Quiz) as per section wise

### i) Home

- a) Packages(Test series, Practice set, Quiz) details shows as per Trending/Highest Rated/Most Attempted (all those added from Administrator)
- b) Filter packages(Test series, Practice set, Quiz) by exam type

### ii) About

- a) Show coaching details
- b) Show all faculty details
- c) Add faculty
- d) Edit exam types
- e) Show all related coachings (on the basis of same exam types)

## 7. Package data:

=====

Section from where to add the main subject, chapter, topic and test types.  
Here show all list of the package datas that added for Company or Coaching.

### i) Add package data

To add choose the package data for company or coaching.  
Then choose Exam types and then add multiple Test Types and Subject within that exam types. Then add multiple Chapter in subjects and Topics in Chapter like

child process.

Then for test type can choose date enabled or disabled, if enabled, in Test Add section by choosing that Test types, have to fill start and end date.

If there is already a package data added for a exam type , next adding time if choosed same exam types, then append the new package datas to old one, not create a new one, because exam type wise package data is unique for company or coaching.

Can edit/Delete and see tree view data structure.

In delete time all validation checked, that datas if not added to any products.

## 8. Test series manager:

=====

Show all test series list, total series add new

Action buttons and view details changed as per different status.

Edit/Delete/Publish/View and filter

Add series have to choose exam types, exam names as per exam type and subject as per exam type, different type of price settings

### i) Test:-

Show all test list, total test of that particular test series, add new

Action buttons and view details changed as per different status.

Edit/Delete/View and filter

#### a) Add test

have the to choose Template of the exam type choosed for the test series exam type and names, subjects, language, faculties all those choosed for test series

After click Templates dropdown templates those aded from admin Master Fill comes by exam type wise and choose by exam name, it appear the templates saved data those filled in Test add form, if checked to import auto fill data and save in templates popup

test types choose as per exam types and if date enabled for the test types, then have to add start date and end date or can add new test types by adding name and date enabled, then add start and end date.

Portal and Test Instruction can choosed as per language that added from Admin Master fill or can add new by following 2 step – Portal Instruction, Test Instruction by adding content manually or choose from predefined templates

Also in Instruction content section can Preview HTML

### ii) Question:-

Show all question list of that particular test, filter by subject, chapter, topic

Add question in 3 process:

#### a) Select from Vault (vault is Bank section)

Choose question list as per test subject, faculty, language

#### b) Import from Excel

Import from Excel, download sample excel file that have the columns with question details as well subjects, faculty, language as per those choosed for the test, and dropdown show in excel for subject, chapter, topic etc After import all data show in edit format and can edit and save to test

#### c) Add manual question

Add manual question, so choose subject, chapter, topic, faculty , question type. For different question types the Option/Answer format is different and also

correct answer.

Question Types:-----

For Multiple Choice – atleast 4 option, 1 correct

For Multiple Response – atleast 4 option, multiple correct

For True/false – True False

For Fill In The Blanks – 1 answer

For Match matrix – Here is different type, atleast 4 option, 4 answer, and any sync

For Match Following – Here is different type, atleast 4 option, 4 answer, and any sync

For Single Digit- Input/Output

For Essay – no answer

All question saved to bank/vault and assigned to the particular test, and can assign the same in other products also.

### iii) Settings:-

In this section all settings part choose for the particular test.

#### **a) Test Pattern**

In this section there has three types:

**Section Wise:** Show all subject with number of question and difficulty level, insert section times and subject order which is effected in when user given this test.

**Subject Wise:** Show all subject with number of question and difficulty level, insert subject order which is effected in when user given this test.

**Difficulty Wise:** Show all subject with number of difficulty level, which is effected in when user given this test.

#### **b) Agreement And Grouping**

Allow questions are shuffling or not in this section.

#### **c) Test Options**

In this section which is allow/disallow for the test.

#### **d) Candidate Setting**

In this section candidate allow to show his rank, result etc.

#### **e) Multiple Attempts**

In this section allow the candidate to attempt the test multiple times or not.

### iv) Finish Test:-

In this section all settings part shown for the particular test but all page not editable.

## 9. Practice Set manager:

=====

Show all practice set list, total practice set add new

Action buttons and view details changed as per different status.

Edit/Delete/Publish/View and filter

Add practice set have to choose exam types, exam names as per exam type and

subject as per exam type, different type of price settings

### **i) Chapter:-**

Show all Chapter list, total test of that particular practice set, add new Action buttons and view details changed as per different status.  
Edit/Delete/View and filter

#### **a) Add Chapter**

have the to choose subject those choosed for that practice set and chapter as per the subjects and faculties as per the subjects

### **ii) Question:-**

Show all question list of that particular chapter, filter by subject, chapter, topic  
Add question in 3 process:

#### **a) Select from Vault (vault is Bank section)**

Choose question list as per test subject, faculty, language

#### **b) Import from Excel**

Import from Excel, download sample excel file that have the columns with question details as well subjects, faculty, language as per those choosed for the test, and dropdown show in excel for subject, chapter, topic etc  
After import all data show in edit format and can edit and save to practice set

#### **c) Add manual question**

Add manual question, so choose subject, chapter, topic, faculty , question type. For different question types the Option/Answer format is different and also correct answer.

Question Types:----- (only 3 question types)  
For Multiple Choice – atleast 4 option, 1 correct  
For Multiple Response – atleast 4 option, multiple correct  
For Fill In The Blanks – 1 answer

All question saved to bank/vault and assigned to the particular test, and can assign the same in other products also.

## **10. Quiz manager:**

=====

Show all quiz list, total quiz add new  
Action buttons and view details changed as per different status.  
Edit/Delete/Publish/View and filter  
Add quiz have to choose exam types, exam names as per exam type and subject as per exam type, different type of price settings

### **i) Question:-**

Show all question list of that particular quiz, filter by subject, chapter, topic  
Add question in 3 process:

#### **a) Select from Vault (vault is Bank section)**

Choose question list as per test subject, faculty, language

### **b) Import from Excel**

Import from Excel, download sample excel file that have the columns with question details as well subjects, faculty, language as per those choosed for the test, and dropdown show in excel for subject, chapter, topic etc After import all data show in edit format and can edit and save to quiz

### **c) Add manual question**

Add manual question, so choose subject, chapter, topic, faculty , question type. For different question types the Option/Answer format is different and also correct answer.

Question Types:----- (only 1 question types)  
For Multiple Choice - atleast 4 option, 1 correct

All question saved to bank/vault and assigned to the particular test, and can assign the same in other products also.

## **11. Coaching management:**

=====

### **i) All Coaching:-**

Show all coaching list having status of active, suspended.  
Add new Coaching, Edit, Delete (On delete not deleted permanently, on changed status to inactive, so not shown User end).  
Check Full details

In list show all coaching data by exam type and filter by name, exam type, state, city, custom date etc.

Can change status to Ban / Suspend any coaching.

### **a) Add :-**

In add choose exam types, and in coaching dashboard coaching can add packages for those exam types only.  
Fill all name, address, sate, city, pin code, email, phone etc other details

### **b) Add faculty:-**

Add new faculties as per the exam type and subjects those added in package data for the coaching and add avatar and details.  
Edit and delete

### **c) Add Organisation:-**

In organisation can choose a Individual or Organisation and with respect to that have to fill different type of documents.

For individual add ID proof (Voter/Adhaar/Other card) and Pan card proof and uplaod all documents

For Organisation add ID proof (Voter/Adhaar/Other card) and Pan card proof and uplaod all documents and also put Registration Certificate, Board resolution, other documents etc proof

### **c) Add manager:-**

Fill all name, address, state, city, pin code, email, phone etc other details for the coaching user that login to Coaching dashboard section as well in Front end.

In Full Details show all Coaching details faculty list and option to see the avatar and download that.

Can see Organisation and manager details and can download and see the documents

Also can see the Packages(test series, practice set, quiz and pass) sales and attempt or enrol details and filter by custom date

Can add Bank information for each coaching .

Can add multiple Bank by filling Bank name, IFSC, Account no etc and can make any bank primary, so the payout transaction amount send to that particular bank

In list can also export table data in excel format

### **i) Banned Coaching:-**

Show all banned coaching list Edit, Delete (On delete not deleted permanently, on changed status to inactive, so not shown User end).

Check Full details

In list show all coaching data by exam type and filter by name, exam type, state, city, custom date etc.

Can change status to Ban / Suspend any coaching.

In Full Details show all Coaching details faculty list and option to see the avatar and download that.

Can see Organisation and manager details and can download and see the documents

Also can see the Packages(test series, practice set, quiz and pass) sales and attempt or enrol details and filter by custom date

Can add Bank information for each coaching .

Can add multiple Bank by filling Bank name, IFSC, Account no etc and can make any bank primary, so the payout transaction amount send to that particular bank

In list can also export table data in excel format

## **12. Question Bank:**

=====

### **i) Company Bank:-**

Show all data of the company as a Central area.

Show all Packages, question, test, practice set, quiz, everything.

By default show all Test series and list have all option that in package management Test Series.

Filter by below:-

Test Series -> Test -> Question,

Practice Set -> Chapter -> Question

Quiz -> question

All bank Question

Advanced filter by Exam types, as per that Test types, Subjects, Chapter, Topic,



name , ID etc.

Test Series, Practice Set and Quiz can add as like Package management section and going.

Child level means Test, Chapter cannot add, as there is no option to choose/ Go inside Test series as Test in sub level of test series.

Same for Chapter

In Question filter like, Add Question will add question to directly bank not in any Test, Chapter, Quiz

Add question in 2 process:

### **a) Import from Excel**

Import from Excel, download sample excel file that have the columns with question details as well exam types, subjects, faculty, language as per those choosed for the test, and dropdown show in excel for subject, chapter, topic etc

After import all data show in edit format and can edit and save to test

### **b) Add manual question**

Add manual question, exam types , so choose subject, chapter, topic, faculty , question type. For different question types the Option/Answer format is different and also correct answer.

Question Types:-----

For Multiple Choice - atleast 4 option, 1 correct

For Multiple Response - atleast 4 option, multiple correct

For True/false - True False

For Fill In The Blanks - 1 answer

For Match matrix - Here is different type, atleast 4 option, 4 answer, and any sync

For Match Following - Here is different type, atleast 4 option, 4 answer, and any sync

For Single Digit- Input/Output

For Essay - no answer

All question saved to bank/vault and this questions show in test, practice set and quiz select from vault list.

## **ii) Coaching vault:-**

Show all data of the all coaching as a Central area.

Show all Packages, question, test, practice set, quiz , everything.

By default show all Test series and list have all option that in package management Test Series.

Filter by below:-

Coaching name

Test Series -> Test -> Question,

Practice Set -> Chapter -> Question

Quiz -> question

All bank Question

Advanced filter by Exam types, as per that Test types, Subjects , Chapter, Topic, name , ID etc.

Test Series , Practice Set and Quiz can add as like coaching dashboard Package management section and going and with respect to the coaching ID.

Child level means Test, Chapter cannot add, as there is no option to choose/ Go

inside Test series as Test in sub level of test series.  
Same for Chapter

In Question filter like, Add Question will add question to directly bank with respect to the coaching ID not in any Test, Chapter, Quiz

Add question in 2 process:

### **a) Import from Excel**

Import from Excel, download sample excel file that have the columns with question details as well exam types those are the coaching exam types, subjects, faculty, language as per those choosed for the test, and dropdown show in excel for subject, chapter, topic etc

After import all data show in edit format and can edit and save to test

### **b) Add manual question**

Add manual question, exam types those are the coaching exam types , so choose subject, chapter, topic, faculty , question type. For different question types the Option/Answer format is different and also correct answer.

Question Types:-----

For Multiple Choice - atleast 4 option, 1 correct

For Multiple Response - atleast 4 option, multiple correct

For True/false - True False

For Fill In The Blanks - 1 answer

For Match matrix - Here is different type, atleast 4 option, 4 answer, and any sync

For Match Following - Here is different type, atleast 4 option, 4 answer, and any sync

For Single Digit- Input/Output

For Essay - no answer

All question saved to bank/vault and this questions show in test, practice set and quiz select from vault list.

## **13. Pass management:**

=====

### **i) Company Pass:-**

Show all Company Pass list for that company products , filter and total passes as per last days

Add/Edit/Delete pass

pass is not related to any Exam types or products

#### **a) Add pass:-**

Choose Pass types:-

a) Sure - validity - 1 month

b) Sure plus + - validity - 3 month

c) Sure Pro - validity - 6 month

d) Sure Premium - validity - 12 month

put price and discount price

### **ii) Coaching Pass:-**

Show all coaching wise Pass list for that company products , filter by coaching

and total passes as per last days  
Add/Edit/Delete pass  
pass is not related to any Exam types or products

#### **a) Add pass:-**

Choose coaching names by popup by filtering coaching by all exam type, name, state, city, rating

Choose Pass types:-

- a) Sure - validity - 1 month
- b) Sure plus + - validity - 3 month
- c) Sure Pro - validity - 6 month
- d) Sure Premium - validity - 12 month

put price and discount price

### **14. Coupon:**

=====

Show all Coupons list that applicable for company products, filter and total coupons as per last days

Delete /Activate/Deactivate coupons

Coaching cannot add new coupon, from Administrator can add coupon for that coaching

From list can view the Coupon Redemption details on the sale for packages(test series & pass) and filter by date

#### **i) Add coupon:-**

Choose coaching names by popup by filtering coaching by all exam type, name, state, city, rating  
add coupon by adding names, coupon code, discount type, Min Max cart value and Per user limit.

Coupon is not related for any product wise or exam type wise

### **15. Result:**

=====

#### **i) Company wise:-**

Show all result of each Test of company that attempted by students

Also option to see Student wise.

Show total attempt count as per date and filter by exam type, subject, date etc

On the Result list it shows as per Test wise and there is option to see Student wise result for each Test

There it show total attempt on that test and result list for each unique Student wise and there is option to see Solution Report.

In Solution report there show all question of the test as like end user can see and all settings of the Test(timing, section, subject) and question and the answer/option that choosed/marked by the student and also correct answer/option. Template is same as End user test question attempt section

#### **ii) Coaching wise:-**

Show all result of each Test of that coaching wise that attempted by students

Also option to see Student wise.

Show total attempt count as per date and filter by exam type, subject , date etc

On the Result list it shows as per Test wise and there is option to see Student wise result for each Test

There it show total attempt on that test and result list for each unique Student wise and there is option to see Solution Report.

In Solution report there show all question of the test as like end user can see and all settings of the Test(timing, section, subject) and question and the answer/option that choosed/marked by the student and also correct answer/option. Template is same as End user test question attempt section

## 15. Master Fill:

=====

Here all Templates listed, and filter as per type, Exam type, custom date and available for

Show all template total count as per day wise added

In list can edit/delete

There is Make default option only for the Portal and Test Instruction type Templates

### i) Add:-

In Add popup, there choose Exam type, exam name as per exam type,

#### **a) Template Type:**

- a) Portal and Test
  - b) Package Review
  - c) product manage
  - d) Payout Email
- and choose language

#### **a) Available for:**

- a) Company
  - b) Coaching
  - c) Selected Coaching will appear new popup having all coaching listing and Choose coaching names by popup by filtering coaching by all exam type, name, state, city, rating
- After save next page will put Template filename and Contents

For all Template type one content have to fill where as for Portal and Test Instruction 2 content filled one for Portal and next for Test Instruction, those instruction is show in Test add for portal and test instruction import time choose file option and also shown in user end test start first screen

Also in Instruction content section can Preview HTML

## 15. Payout:

=====

Show all request received, request resolved and request pending total amount. Those send from coaching first set as Pending status.

## **i) Payout Request:-**

Show coaching wise all Pending request.

From coaching wise list can make any request Rejected or under process.

Also there is option to View details where it show all Sales amount, GST and earning amount after calculation of the coaching and admin percentage.

Filter coaching names by popup by filtering coaching by all exam type, name, state, city, rating

Export tables data as per Bank wise filler in Excel, CSV format with all required fields that required for Bank Transfer

From list can View and go to Coaching details and Send mail and track all Send mail data.

In send mail can add new mail and choose a Payout mail Template that added from Master Fill and send to all Primary, Secondary and added new emails.

Also can edit and remove emails, and in mail track list, can resend mail

In view can see all Request of that particular coaching and view request details and update transaction details and send mail

## **ii) Payout History:-**

Show coaching wise all Completed request.

Also there is option to View details where it show all Sales amount, GST and earning amount after calculation of the coaching and admin percentage.

Filter coaching names by popup by filtering coaching by all exam type, name, state, city, rating

Export tables data as per Bank wise filler in Excel

From list can View and go to Coaching details and Send mail and track all Send mail data.

In send mail can add new mail and choose a Payout mail Template that added from Master Fill and send to all Primary, Secondary and added new emails.

Also can edit and remove emails

Also from list can Edit Transaction details, and in Transaction edit popup choose a Payout mail Template that added from Master Fill and if checkbox checked then send mail and update transaction ID, time etc.

In view can see all Request of that particular coaching and view request details and update transaction details and send mail

## **iii) Transaction History:-**

Show all transaction Completed request.

Also there is option to View details where it show all Sales amount, GST and earning amount after calculation of the coaching and admin percentage.

Filter coaching names by popup by filtering coaching by all exam type, name, state, city, rating

Export tables data as per Bank wise filler in Excel

From list can View and go to Coaching details and Send mail and track all Send mail data.

In send mail can add new mail and choose a Payout mail Template that added from Master Fill and send to all Primary, Secondary and added new emails.

Also can edit and remove emails

Also from list can Edit Transaction details, and in Transaction edit popup choose a Payout mail Template that added from Master Fill and if checkbox checked then send mail and update transaction ID, time etc.

In view can see all Request of that particular coaching and view request details and update transaction details and send mail

## 16. Package Review:

=====

### i) Ongoing:-

Show all review total records in the basis of day wise of the all coaching created Packages(Test Series, Practice Sets, Quizzes).

In list it show all Coaching wise Test series list with all details and filter on test Series, Practice sets, and quizzes with review status.

There is a Top filter show Todays summary and option to change Total Summary wise all total record data.

There is option to Assign a package to a employee

In list View Report button show the Package details.

### a) View Report:

In View Report Package details as well the complete percentage and option to mark the package as Completed

There is Edit option for all package details

There is option to make any section Report by choosing some report type (Nudity, Harashing, Safe, Abisive, Other etc).

When try to mark the package as Complete, then it show the all the type wise of Report and there it show the details of the section and view

Then there is Message Template which created in Master Fill for "Package Review", by choosing the template and reason Send Review.

From Test series option to GO TO Test option, to check and Review the Test within that package

In Test List page, same as Test Series, show all test list of the Package and in list also option to View Report.

In view Report page of each Test, same as Test series, option to mark that section and option to mark Report by choosing some report type (Nudity, Harashing, Safe, Abisive, Other etc). Also option Edit each section of the Test Also thwere shows the Complete percentage

Then there is option GO TO Question.

In question list page show all the question of that Test and marked as Reported or Not.

With Question list, there is also show option and correct answer of that question.

Also there option to Edit each question.

Now there is option to Mark complete each question and after marking as complete

confirmation to Review the Test properly and also Review complete for the whole Test Series.

The flow for the Practice Set and Quiz also.

### **i) Reviewed:-**

Show all reviewed total records in the basis of day wise of the coaching reviewed packages and option to filter by Todays record and Total Summary record.

In list show all Reviewed (with Status Accepted or Declined) Test Series, Practice Set and Quiz.

Also there is show each product details in list, and option to filter by Coaching filter and package wise, custom date wise and status wise.

There is option to show the view report details.

## **17. Sales Management:**

=====

### **i) Sales Overview:-**

Show all total Sales, Tax, Coupon, Refund amount of current date.

There is option to show total records as per day wise

There is Line Chart by default of the Total Sales overview of last 7 day by default and filter by custom date option

There is Pie Chart by default of the Top products overview of last 7 day by default and filter by custom date option

There is Pie Chart by default of the Top coaching overview of last 7 day by default and filter by custom date option

There it show list of order summary(order count and amount) by today, yesterday, week, month and year wise.

There it show list of order summary(order count and amount) by order status wise (Completed/Sales and Refund)

There it show list of top 5 product(order count and amount) by product wise (Test series, Pass)

There it show list of top 5 coaching(order count and amount) by coaching wise

There it show list of top 5 pass selling coaching(order count and amount) by pass type wise

There it show list of top 5 share and unlock coaching(order count and amount) by coaching wise

There it show list of top 5 billing state order (order count and amount) by billing state wise

There it show list of top 5 coupon order (order count and amount) by coupon wise

There is show total Month Revenue record of last 2 month by default and then custom date wise filter of Admin and Coaching Revenue details

There is list of the last 5 order details with transaction details

## **ii) Order Summary:-**

### **a) Order:**

Show all Sales order list with transaction details. By default shows all Company products list and option to filter by Coaching and company products wise.

There is option to filter by date range  
Export table data in Excel format

### **b) Coupon:**

Show all coupon wise redeemed sales details list and filter by date range as well Company and Coaching wise  
Export table data in Excel format

### **c) Refund:**

Show all refunded sales order details and in list option to see view the reason of refund and filter by date range and company and coaching product wise order  
Export table data in Excel format

### **b) Tax:**

Show all tax wise sales details list to see the Tax collection amount and filter by date range as well company and coaching product wise  
Export table data in Excel format

## **iii) Product Summary:-**

### **a) Product wise:**

Show all Sales order for company as per product and list show all transaction details. and filter by date range as well company and coaching product wise  
Export table data in Excel format

### **b) Product wise refund:**

Show all refund order for company as per product and list show all transaction details. and filter by date range as well company and coaching product wise  
Export table data in Excel format

### **b) Product not purchased:**

Show all product those not purchased for long time for company as well option to filter by coaching products.  
Also there filter by date range and Export table data in Excel format