

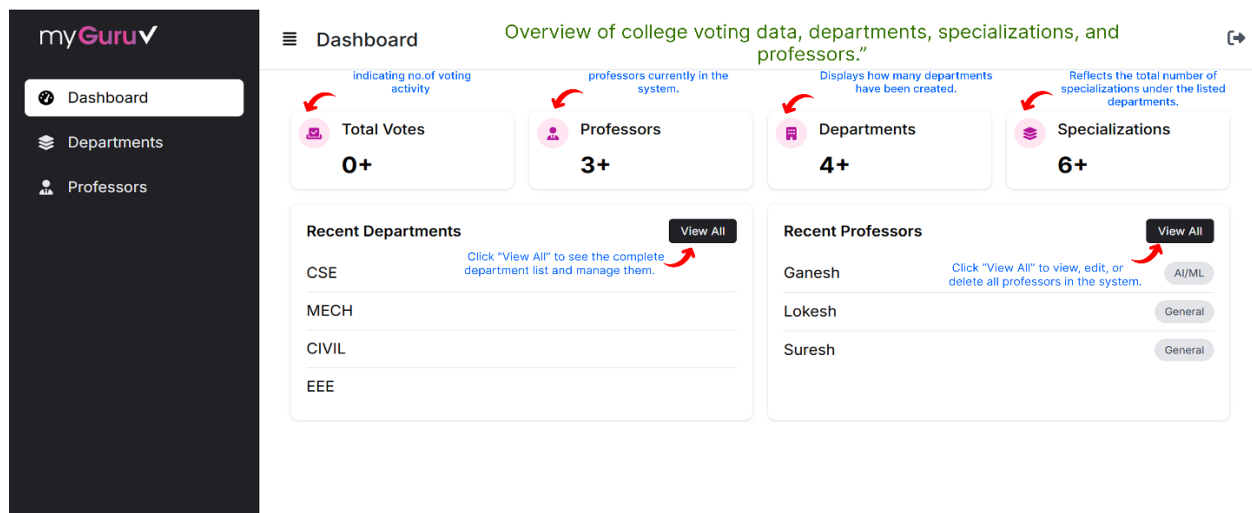


## myGuruv Admin (College Flow Document)

### 1. Dashboard Overview

After approval the user lands on the college dashboard. From here, the following key areas are accessible: - **Departments** – Manage academic departments - **Specializations** – Define streams under each department - **Professors** – Manage faculty members and their assignments

The dashboard provides a quick summary of the college's profile and a clear navigation layout.



### 2. Department Management

#### View Departments:

Displays a list of all departments registered under the college. Where college can Add, Edit or Delete.

myGuruV

Dashboard

Departments

Professors

Departments

View, Add, Edit, or Delete academic departments along with their specializations and professor count.

Helps quickly find departments by name.

10 Search...

Click to add a new department & specializations

+ Add Department

Department Name	Specializations	No. of Professors	Actions
MECH	General	2	
EEE	General	0	
CSE	IT, AI/ML, General	1	
CIVIL	General	0	

Showing 1 to 4 of 4 entries

### Add Department:

Clicking the 'Add' button opens a form where the user can input: - Department Name – Specializations

myGuruV

Dashboard

Departments

Professors

Departments

Allows Admin to add a new department and its specializations

10 Search

+ Add Department

Department Name

MECH

EEE

CSE

CIVIL

Specializations

General

General

IT, AI/ML, General

General

No. of Professors

2

0

1

0

Actions

Includes Edit and Delete icons to manage each department individually.

Add Department

Department Name \* ext box to enter the official short name or full name of the department

Enter name

Specializations (leave blank if not applicable)

Type and press Enter

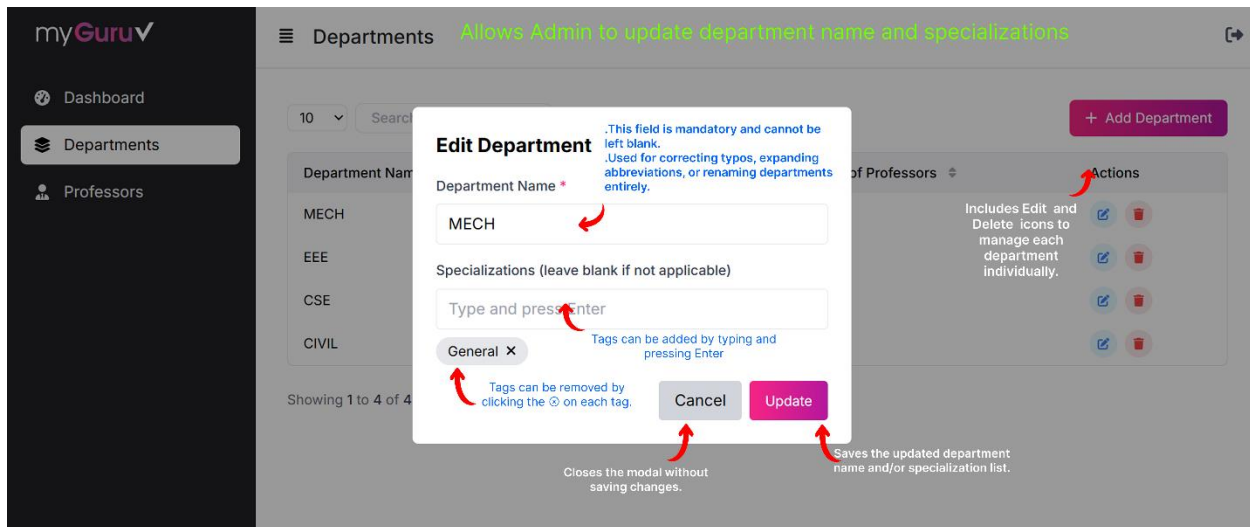
Tag-style input where the admin types each specialization

Cancel

Save

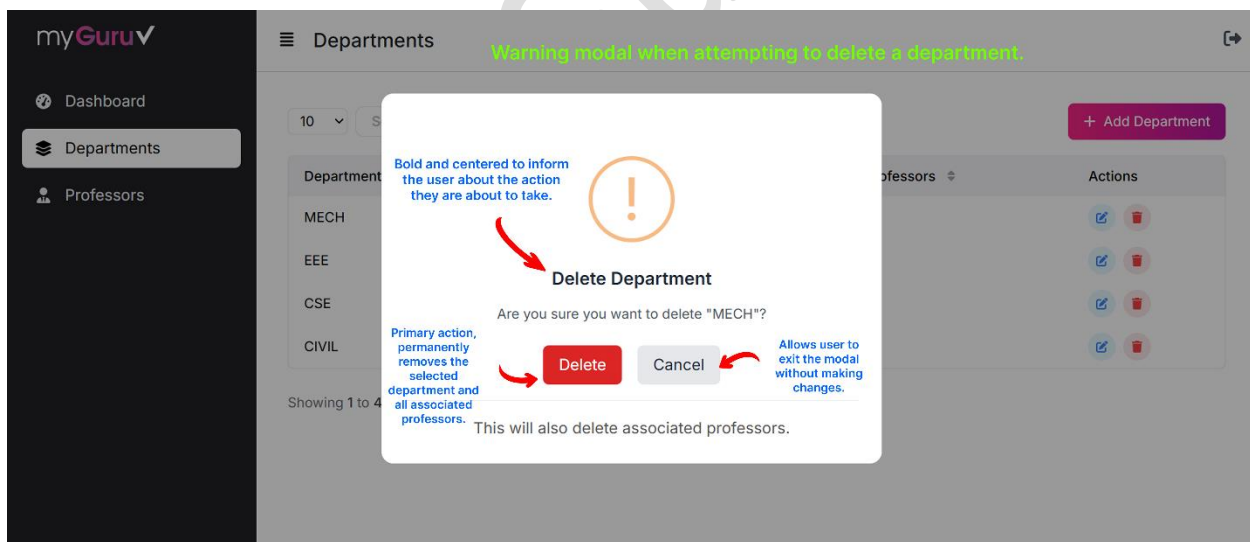
### Edit Department:

By clicking the 'Edit' icon next to a department, the existing details are loaded into a form, allowing the user to make changes.



### Delete Department:

A confirmation popup appears when the delete icon is clicked, ensuring accidental deletions are avoided.

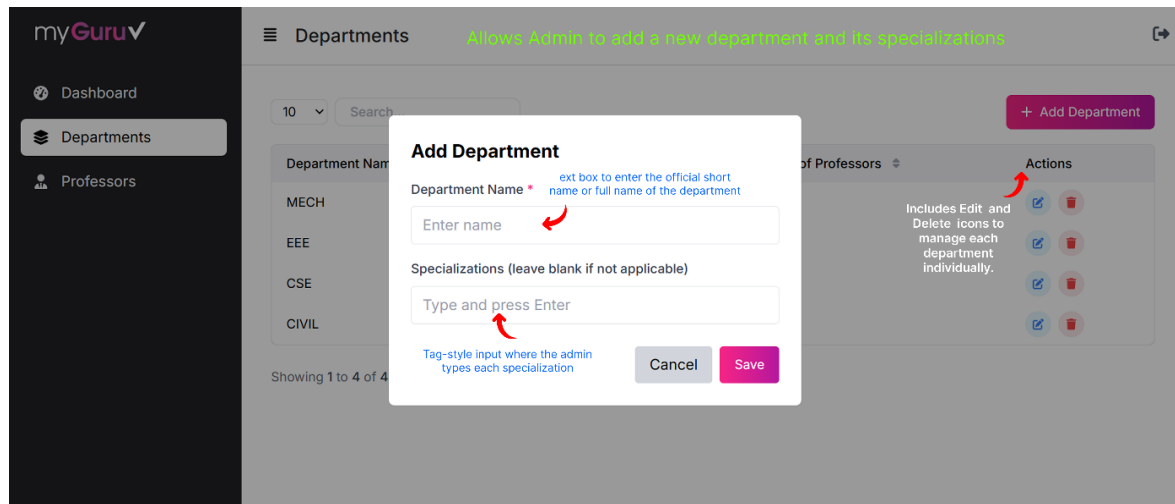


## 3. Specialization Management

Each department may have multiple specializations (like AI, Data Science under CSE).

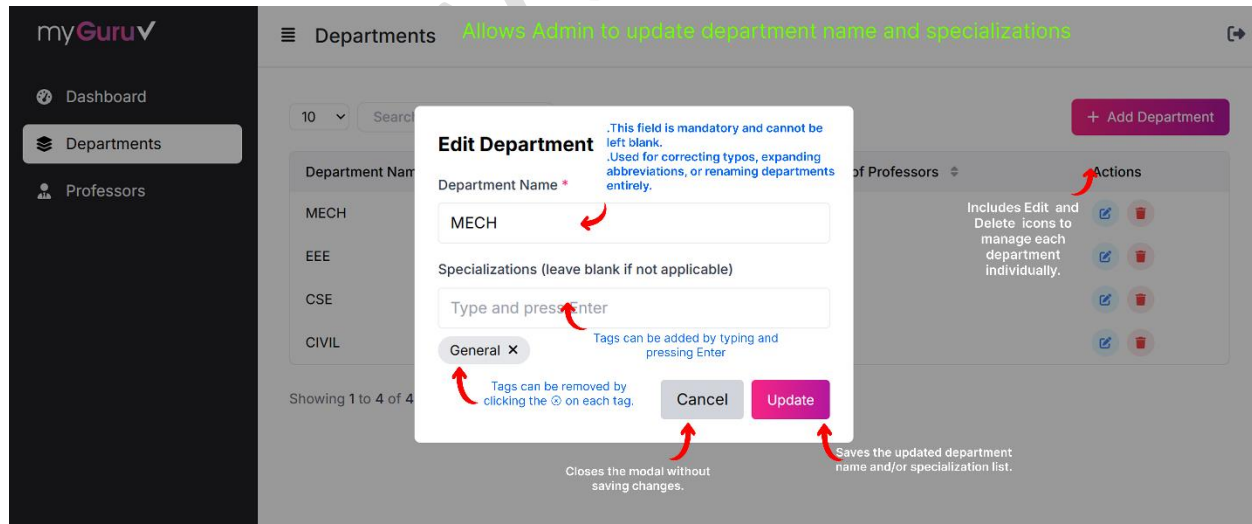
## Add Specialization:

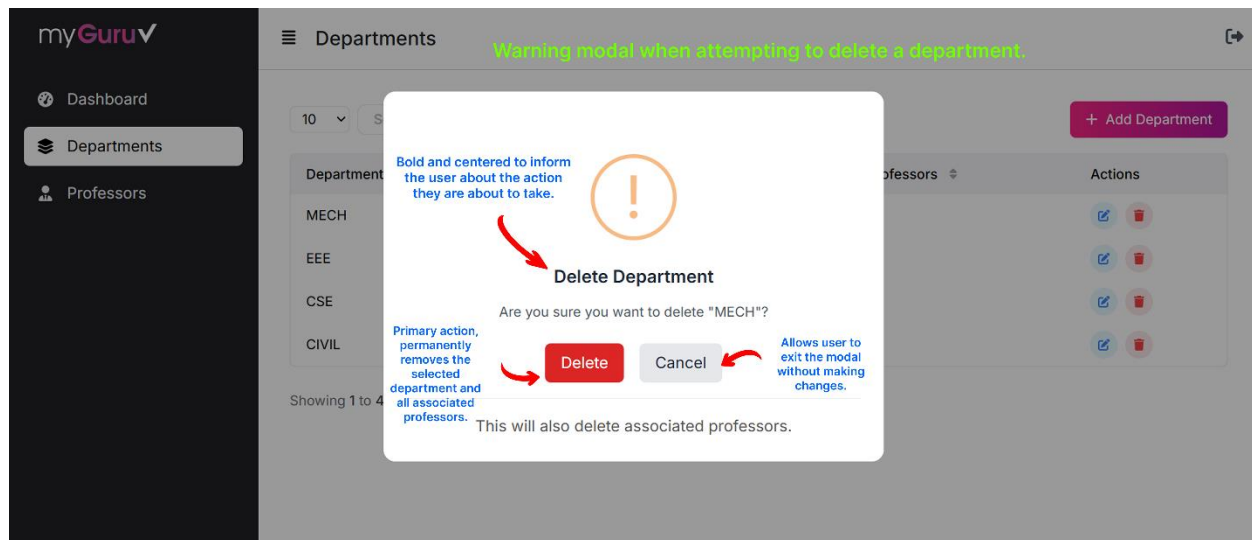
User selects a department and adds specializations under it.



## Edit/Delete Specialization:

Each specialization can be modified or removed using corresponding action buttons.

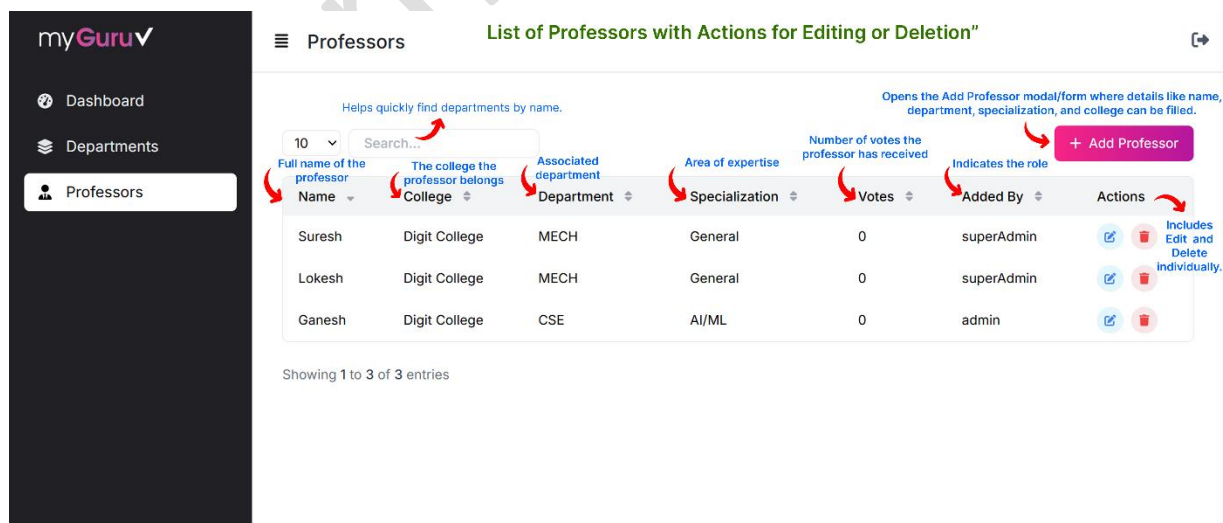




## 4. Professor Management

### View Professors:

Lists all professors added by the college, along with details like: - Name, Department, Specialization



## Add Professor:

Form includes fields like: - Full Name - Department - Specialization

The screenshot shows the 'Add Professor' modal form. The modal has a title 'Add Professor' and a close button. It contains two required fields: 'Name' and 'Department'. The 'Name' field has a placeholder 'Enter professor's name'. The 'Department' field has a placeholder 'Select a department...' and a note 'disabled until all required fields'. Below the fields are 'Cancel' and 'Add Professor' buttons. A note at the bottom left says 'Closes modal and discards any typed input.' The background shows the 'Professors' page with a table of professors and a '+ Add Professor' button.

Name	Votes	Added By	Actions
Suresh	0	superAdmin	<a href="#">Edit</a> <a href="#">Delete</a>
Lokesh	0	superAdmin	<a href="#">Edit</a> <a href="#">Delete</a>
Ganesh	0	admin	<a href="#">Edit</a> <a href="#">Delete</a>

## Edit Professor:

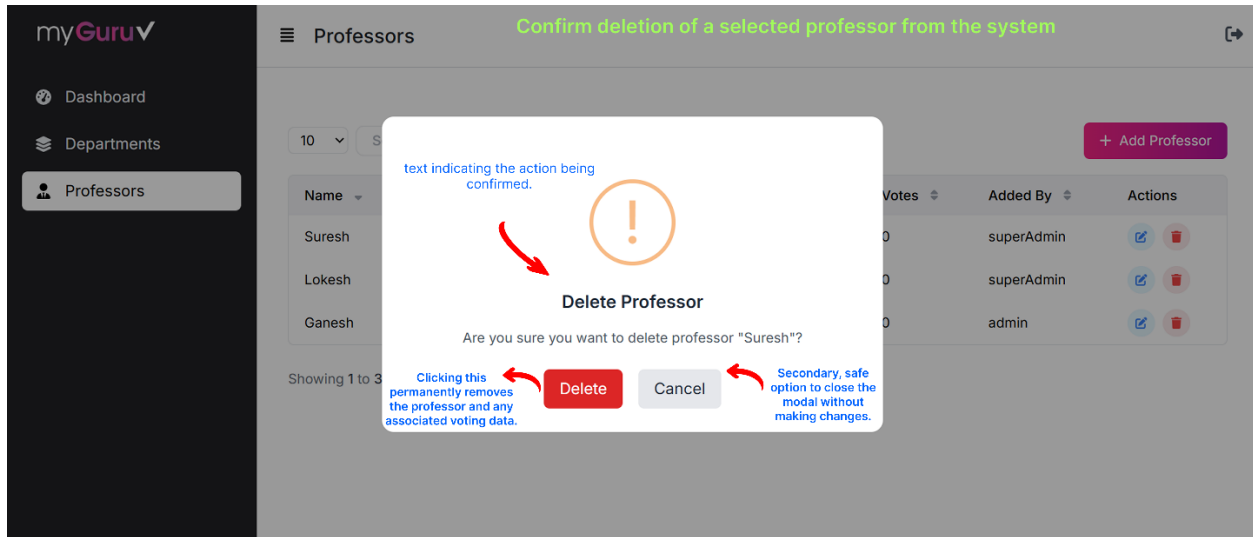
Loads professor data into the form for updating. Useful for updating roles or profile information.

The screenshot shows the 'Edit Professor' modal form. The modal has a title 'Edit Professor' and a close button. It contains three fields: 'Name', 'Department', and 'Specialization (Optional)'. The 'Name' field has a placeholder 'Shows existing professor name' and contains the text 'Suresh'. The 'Department' field has a placeholder 'Displays current department' and contains the text 'MECH'. The 'Specialization (Optional)' field has a placeholder 'General' and a note 'Clicking arrow opens list of all departments for re-assignment'. Below the fields are 'Cancel' and 'Update Professor' buttons. A note at the bottom left says 'click X to remove, open dropdown to pick another or leave blank'. A note at the bottom right says 'Button becomes enabled once Name and Department are filled; clicking it submits changes and closes the modal.' The background shows the 'Professors' page with a table of professors and a '+ Add Professor' button.

Name	Votes	Added By	Actions
Suresh	0	superAdmin	<a href="#">Edit</a> <a href="#">Delete</a>
Lokesh	0	superAdmin	<a href="#">Edit</a> <a href="#">Delete</a>
Ganesh	0	admin	<a href="#">Edit</a> <a href="#">Delete</a>

### Delete Professor:

Removes the professor from the system after confirmation.



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## 5. Notes

- Only authorized users (college admins) can perform Add/Edit/Delete actions.
  - All fields should be validated to ensure data consistency.
  - User feedback (like success or error messages) should be clearly shown after each action.
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