

WWW.WMCMIS.COM



# IMS USER MANUAL FOR PARENTS

COLLEGE INFORMATION AND MANAGEMENT SYSTEM

## CONTENTS

IMS User Manual for Parents .....	2
1. Introduction.....	2
2. Parents Module .....	2
2.1. Profile.....	3
2.1.1 Dashboard .....	3
a) Attendance Reports .....	3
b) Assessment Reports .....	4
c) Academic Record.....	4
2.1.2 Account.....	4
a) View Profile .....	5
b) Change Password .....	5
c) Logout .....	6

## 1. INTRODUCTION.

WCMC MIS (Women Medical College Management & Information System) provides the benefits of streamlined operations, enhanced administration & control. WCMC MIS is designed for multispecialty it covers a wide range of college administration and management processes. It is an integrated end-to-end Management System that provides relevant information across the college to support students, administration, faculty, as well as parents, in a seamless flow. WCMC MIS can be accessed by going to this link “[HTTP://WCMC MIS.COM/](http://WCMC MIS.COM/)”

## 2. PARENTS MODULE

This module is designed to facilitate the parents so they can regularly be updated with their daughter’s academic activities.

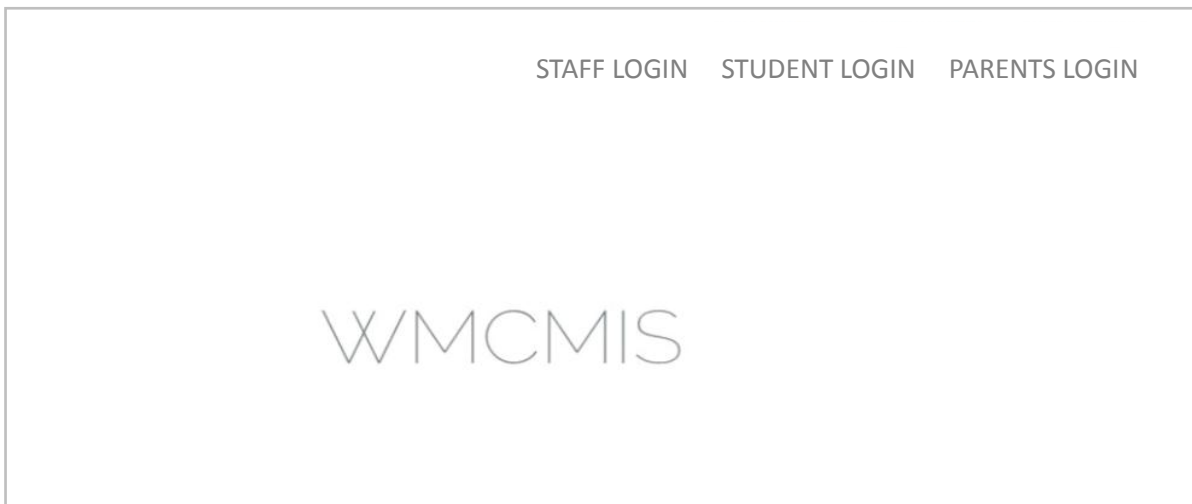


FIGURE 1 DASHBOARD

- Click on Parents Login to go to **login page**

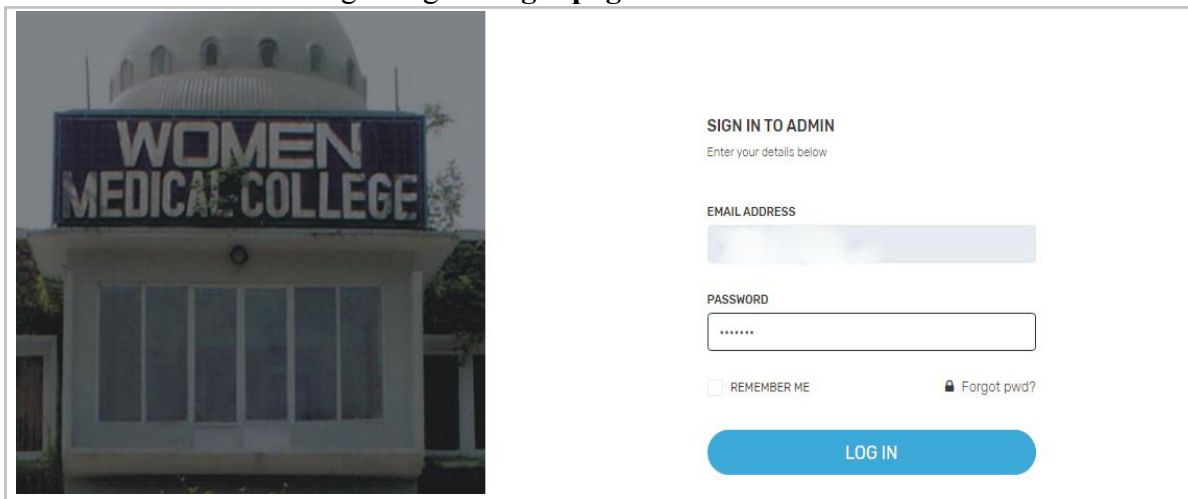


FIGURE 2 LOGIN PAGE

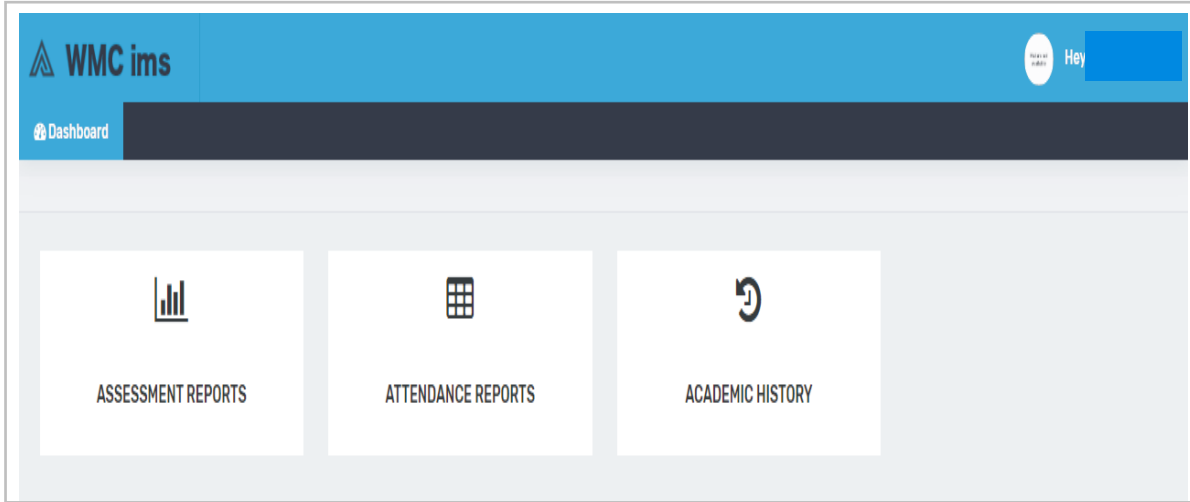
- Enter Your CNIC No. as User Name & Default Password then click on login button.
- Default Password is: “**wmcatd@321**”.

## 1.1. PROFILE

Parents profile is based on:

### 2.1.1 DASHBOARD

Dashboard is a place from where parents can access multiple functionalities of the software.



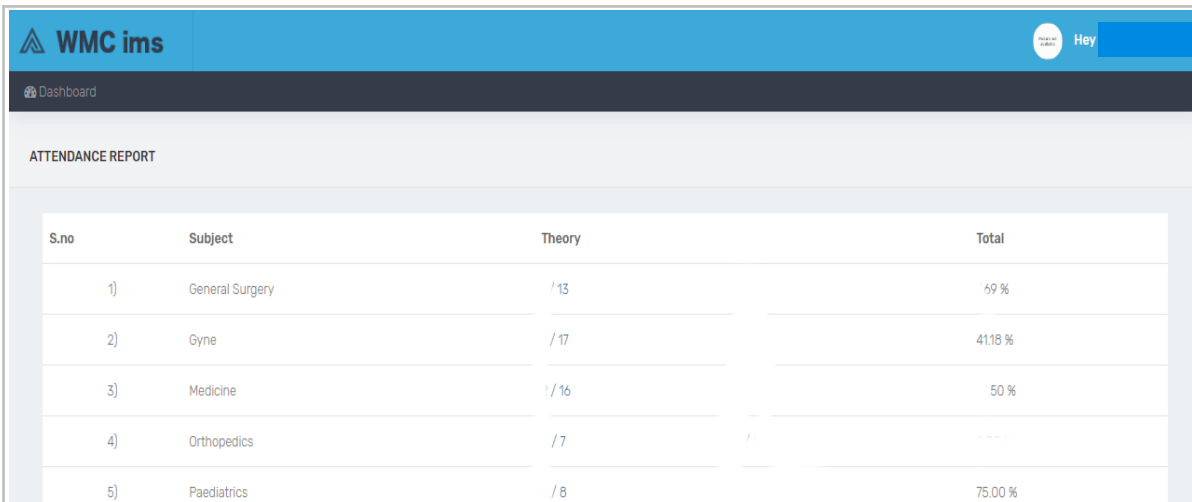
**FIGURE 1 DASHBOARD**

Functions that Parents can perform are as follows:

#### a) Attendance Reports

Attendance of all the subjects of your child from current year can be viewed from here.

- Click on attendance report tab to access this page.

The image shows the 'ATTENDANCE REPORT' page in the WMC IMS system. It features a table with the following data:

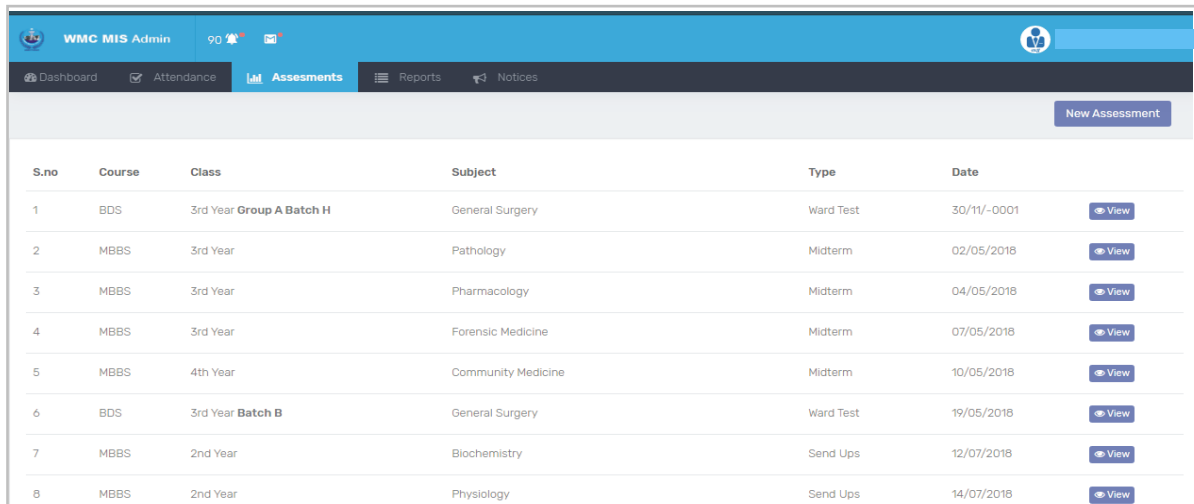
S.no	Subject	Theory	Total
1)	General Surgery	/ 13	69 %
2)	Gyne	/ 17	41.18 %
3)	Medicine	/ 16	50 %
4)	Orthopedics	/ 7	---
5)	Paediatrics	/ 8	75.00 %

**FIGURE 2 ATTENDANCE REPORT**

## b) Assessment Reports

Assessments result can be viewed from here.

- Click on Assessment Report tab to view the results of assessments.



S.no	Course	Class	Subject	Type	Date	
1	BDS	3rd Year Group A Batch H	General Surgery	Ward Test	30/11/-0001	<a href="#">View</a>
2	MBBS	3rd Year	Pathology	Midterm	02/05/2018	<a href="#">View</a>
3	MBBS	3rd Year	Pharmacology	Midterm	04/05/2018	<a href="#">View</a>
4	MBBS	3rd Year	Forensic Medicine	Midterm	07/05/2018	<a href="#">View</a>
5	MBBS	4th Year	Community Medicine	Midterm	10/05/2018	<a href="#">View</a>
6	BDS	3rd Year Batch B	General Surgery	Ward Test	19/05/2018	<a href="#">View</a>
7	MBBS	2nd Year	Biochemistry	Send Ups	12/07/2018	<a href="#">View</a>
8	MBBS	2nd Year	Physiology	Send Ups	14/07/2018	<a href="#">View</a>

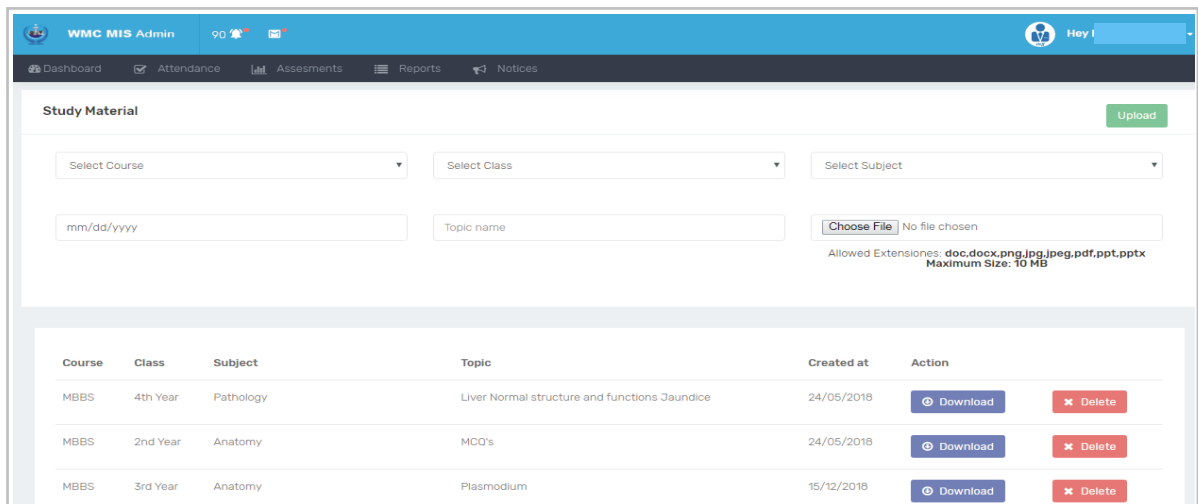
**FIGURE 3 ASSESSMENT REPORT**

*Note: This module is in development phase, above screenshot is just to give the idea*

## c) Academic Record

Academic Record can be viewed from here.

- Click on Academic Record tab to access this page.



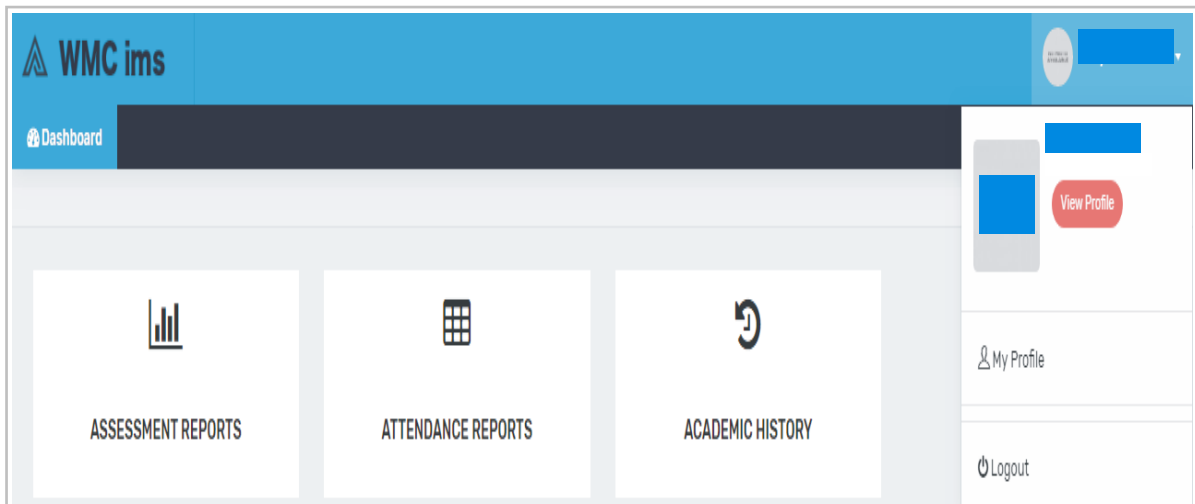
Course	Class	Subject	Topic	Created at	Action
MBBS	4th Year	Pathology	Liver Normal structure and functions Jaundice	24/05/2018	<a href="#">Download</a> <a href="#">Delete</a>
MBBS	2nd Year	Anatomy	MCQ's	24/05/2018	<a href="#">Download</a> <a href="#">Delete</a>
MBBS	3rd Year	Anatomy	Plasmodium	15/12/2018	<a href="#">Download</a> <a href="#">Delete</a>

**FIGURE 4 ACADEMIC RECORD**

*Note: This module is in development phase, above screenshot is just to give the idea*

## 2.1.2 ACCOUNT

From this menu parents can view their profile, logout and change their accounts password.

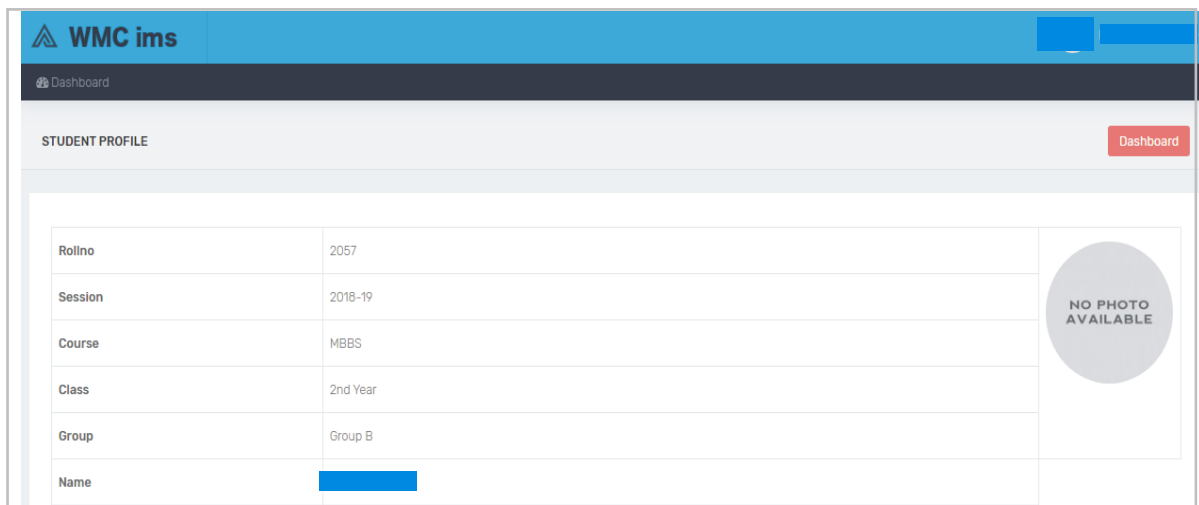


**FIGURE 5 DROPDOWN MENU**

**a) View Profile**

Profile details can be viewed from here

- Click on dropdown arrow aside your name on the top right side of the page to open the menu.
- Click on View Profile button to view details of your profile.
- To get your picture changed, contact IT department.

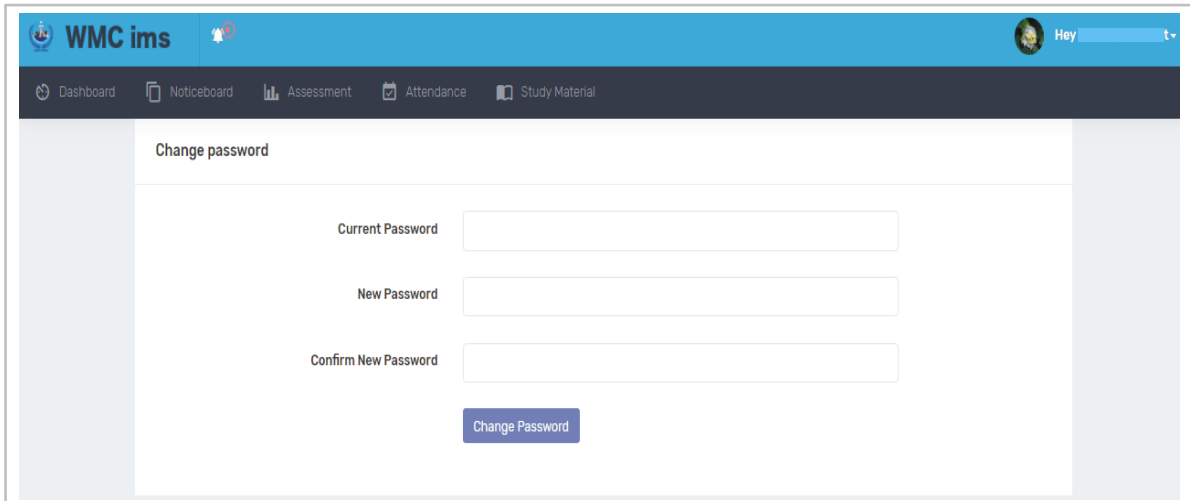


**FIGURE 6 PROFILE**

**b) Change Password**

Password can be changed from here.

- Click on dropdown arrow aside your name on the top right side of the page to open the menu.
- Click on Change Password button to access that page.

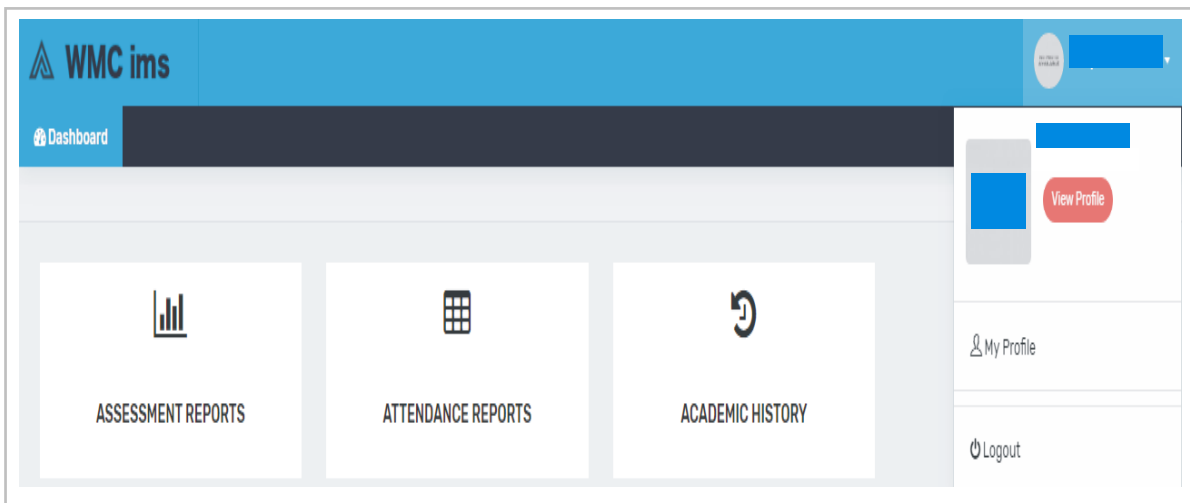


**FIGURE 7 CHANGE PASSWORD**

- Enter your current password.
- Then enter your desired password twice and click on Change password button to save it.

### c) Logout

Account can be logged out from here.



**FIGURE 8 LOGOUT**

- Click on dropdown arrow aside your name on the top right side of the page to open the menu.
- Click on Logout button to sign off from account.

### Contact Us:

- In case of any query or problem, contact IT department via email at [it@wmc.edu.pk](mailto:it@wmc.edu.pk).