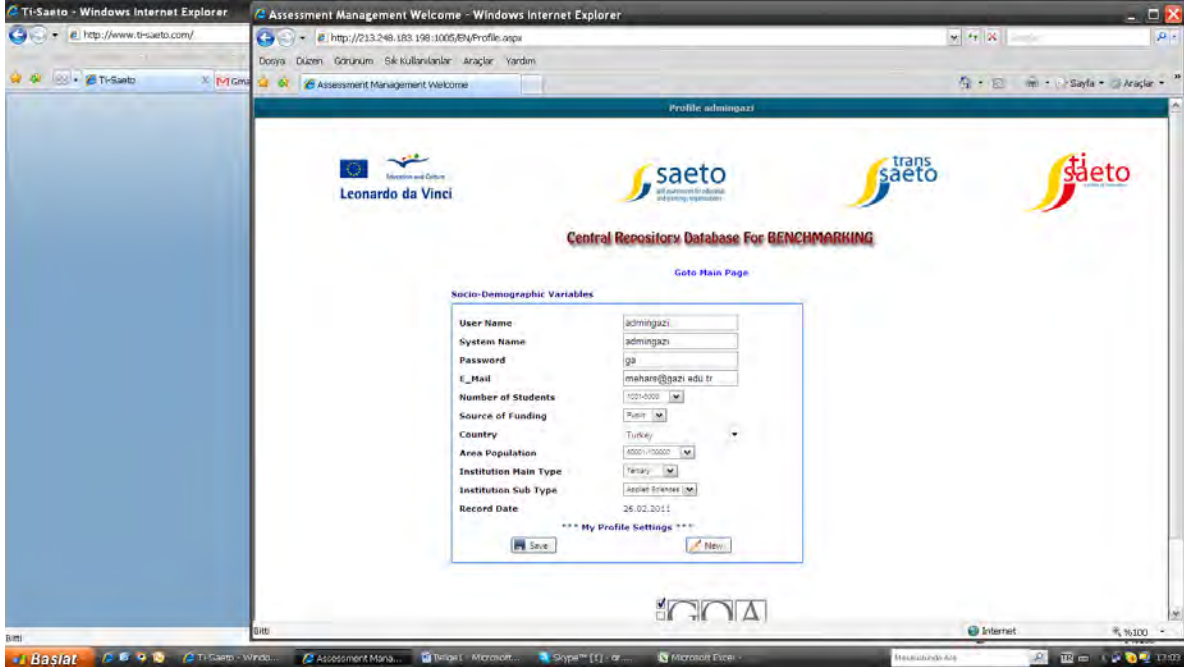
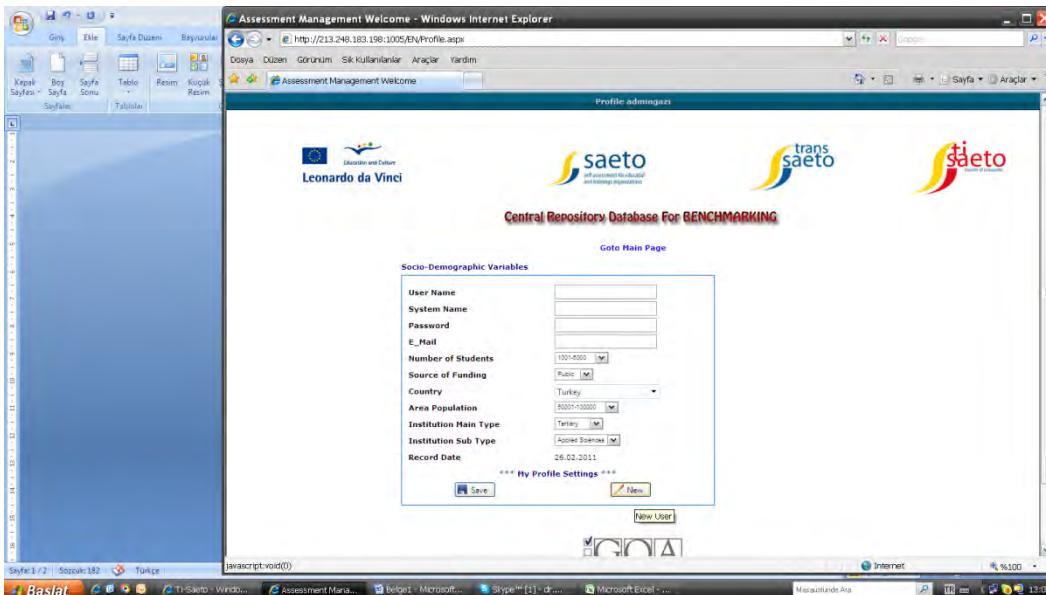


Central Repository Database User's Guide

1. Login to Reporsitory data base by entering your password “admingazi” for example, then enter your ps word. Then following page appears:



Then pres “new” botton to enter your field tester’s (as well as your future clients’)profile Then the following page appears:



For the “System Name” enter your institutions ID in gazi case, “admingazi”; user name and password will be new and unique to your field tester, determine by you and inform your field testers about “his” password and ID.

And, of course, you need to enter other socio-demographic variables.

After complete the form pres “save” button.

REPEAT the steps for each of your field-testers (clients).

Then we can start entering assessment results of our field testers:

Here are the steps for entering assessment scores:

1. Click on the “New Assessment Entry” on Assessment Management Main Menu page. And enter the scores into the relevant boxes. Then pres “save” buton twice.
2. Then click to “main page” buton, to enter “Assessment Management Main Menu”,
3. Then click to “Assessment Reports” to see your results at “My Assessment”, by clicking “, Institution Reports (Pie Charts)” you could see pie chart , By clicking “Statistical Reports” statistical reports will be seen, and by clicking “Means and Best in Class” the average and best scores be seen and by clicking “Institution Reports (Bar Charts)” reports will be presented as bar chart format.
4. Logout the system

These steps be repeated for each of your filed testers.