

# Introduction

## What is Academy LMS Laravel

Academy LMS Laravel is an online course-based learning management system. This web application is designed for creating courses, selling courses to students, and managing web portals.

Academy LMS Laravel is introduced with cutting-edge and updated features with the Laravel (PHP Framework) version. Site administrators and course teachers can easily design, sell, and manage courses with this online course-based learning management system. With so many courses available that are customized to meet their needs, students can effortlessly expand their knowledge. This application allows teachers to easily include documents, photographs, videos, and text in their lessons, providing students with a better learning environment.

## What Academy LMS Laravel Does

Academy LMS Laravel is an online course-based educational platform. With Academy LMS Laravel, you can:

- Access Course Overview Dashboard
- Create and manage courses and quizzes
- Manage users
- Manage course revenue and course instructor's payouts
- Manage newsletters
- View Enrolment History
- Message With users
- Manage blogs
- Manage newsletter
- Add or manage themes and addons

- Configure settings

## Who is Academy LMS Laravel for

Academy LMS Laravel is the best solution for any course-based online educational platform. Academy LMS Laravel can fit with any educational institute like school, college, university, training institute, yoga, cooking, painting, you just name it. Academy LMS Laravel is beneficial for:

- Students: The student or newly recruited employee who wants to enrich their knowledge and skills.
- Instructors: Who wants to create and sell the course in their expertise subjects.
- Admin: The authority who operates the application creates and earns revenue, manages the user's panel, etc.

## Basic Terms

### What is a course

With the course-based structure of Academy LMS Laravel, educators and students can share knowledge and advance their understanding.

Lessons, tests, and attachments can be created under the course by the instructor or course creator. The person who created the course can later edit, change, or delete it. However, in order to register for a course, students must first purchase it. The course serves as a means of bringing users together on this learning platform so they can learn and collaborate. You can create a course with many instructors in Academy LMS Laravel.

## Who is an admin

An admin is a user who has the highest number of privileges, permissions, and responsibilities in Academy LMS Laravel. The admin has to manage the entire system to operate the application.

In this platform, an admin can:

- Create new users and manage existing users.
- Manage course and category.
- Manage revenue report menu.
- Grant permission to withdraw the instructor's revenue.
- Manage newsletters and subscribed users
- Configure and update the entire system settings.
- Accept/reject the application for the instructor.

## Who is an instructor

The instructor is an Academy LMS Laravel user who creates and sells courses in their areas of expertise.

Lessons, tests, and attachments can be updated, deleted, and added by an instructor. Additionally, they can review payout and sales options. After a course is sold on this platform, an instructor can get paid by keeping a portion of the course fee. Additionally, an instructor can keep communicating with admin and enrolled students through texting and discussing classes.

## Who is a student

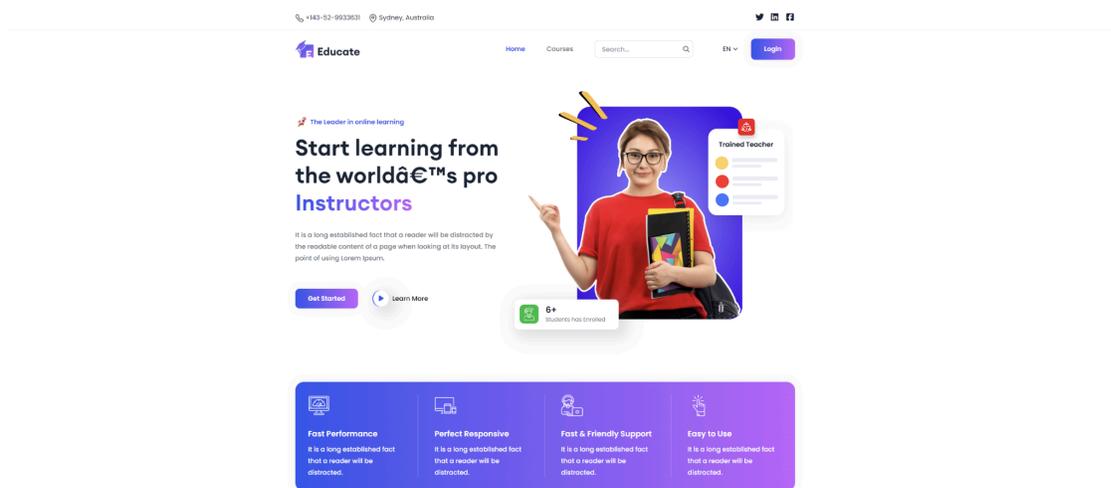
In Academy LMS Laravel, students are the users who want to learn or upgrade skills in their favorite subjects.

Students can pay or subscribe to a course on this platform in order to enroll in it. From the previous preview, they can begin or resume their enrolled course. Additionally, they can create wish lists and browse courses. Students can apply to become instructors in the Academy LMS Laravel.

## Getting Started

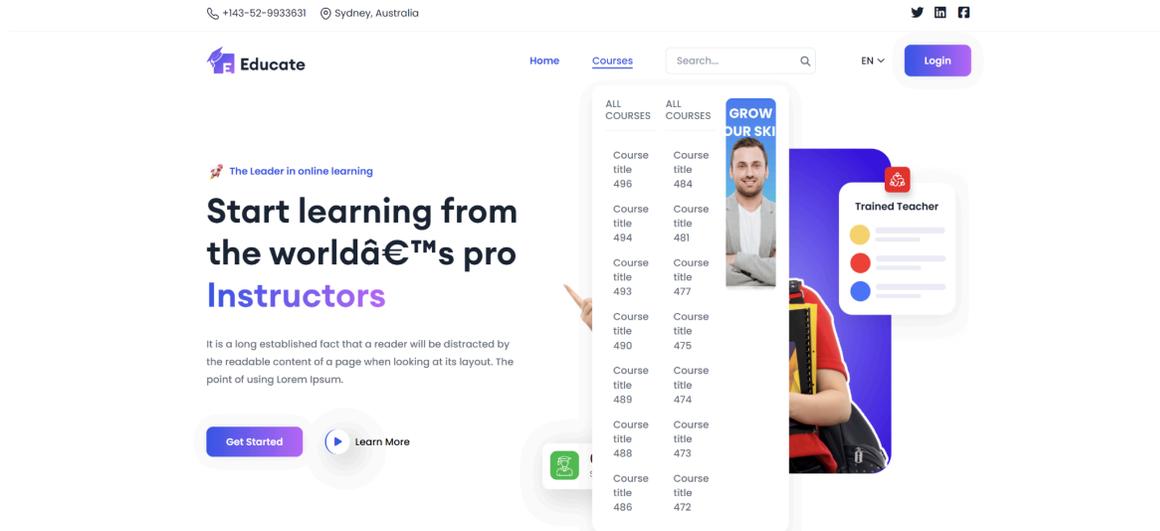
### Course Website Frontend

#### Home Page



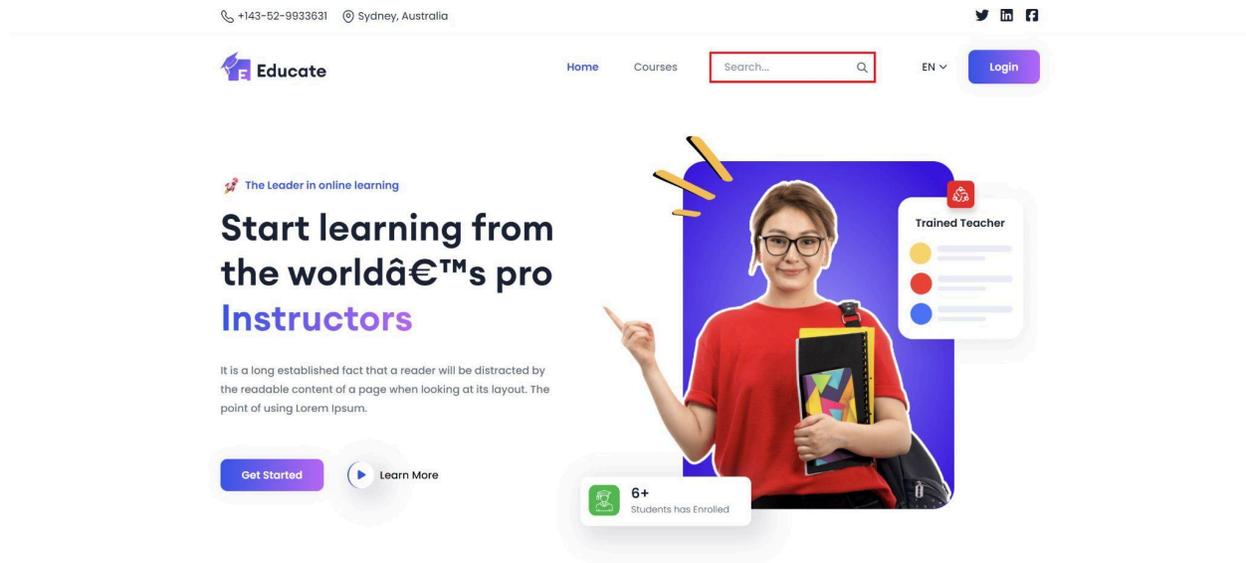
Users can freely access most frontend pages without the need to log in initially. Upon visiting the Academy LMS Laravel application without signing up, they can browse the Course Search option on the homepage, along with the top courses and featured courses highlighted for easy exploration.

#### Course Menu



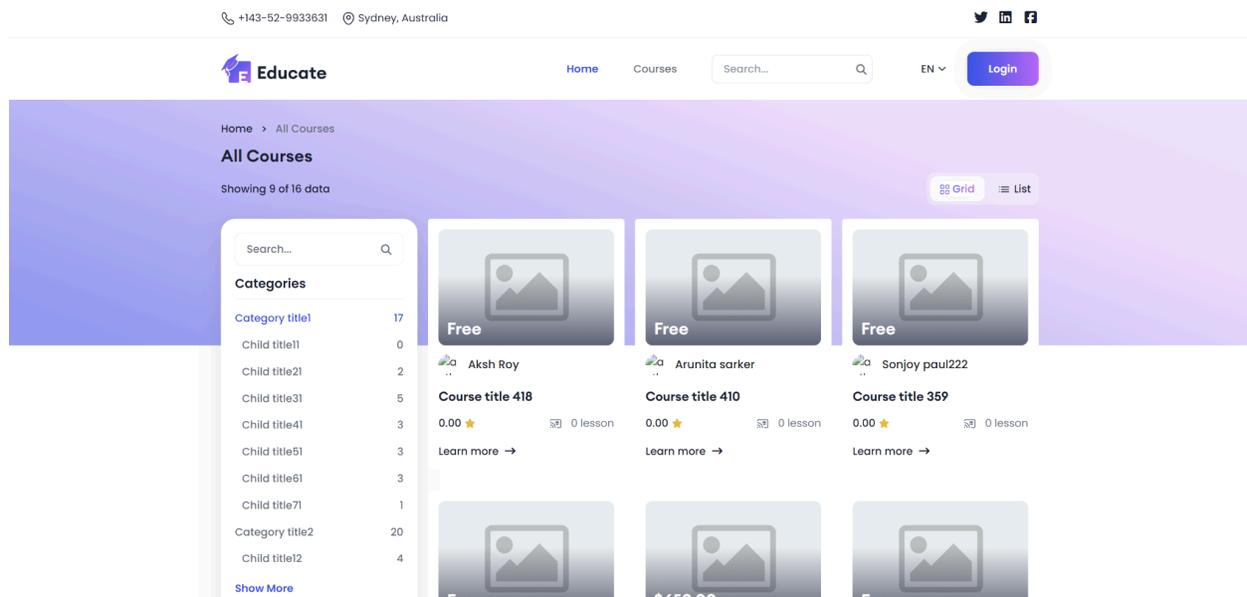
On the top navigation bar, you can find the option **Courses**, where you can hover over and view all the courses at once as a list. You can select and browse any course directly from here.

## Course Search Bar



On top of the page, users can easily search for their preferred courses in the course **Search bar**.

# Courses Page



If you click on the **Courses** option from the top navigation bar, you can view a detailed list of all courses available. You can search courses according to categories, price, level and language filters. Click on the selected course to find more information about the course.

## How Academy LMS Laravel Works

### User Roles

Academy LMS Laravel operates with three primary user roles: administrators, instructors, and students. With the addition of public instructors, the number of instructors can increase to three.

The Academy LMS Laravel application strives to provide the most excellent possible user experience. Academy LMS Laravel has a user-friendly and transparent workflow. All you have to do is follow the steps below:

### Installation

Begin by downloading the Academy LMS Laravel application file from CodeCanyon. Follow the provided instructions to install the application on your cPanel.

## Configuration

Upon installation, configure Academy LMS Laravel for your website by specifying basic settings and relevant data.

## Course Creation

Once installation and setup are complete, instructors can start creating courses. Utilize the Academy LMS Laravel course editor to construct engaging and informative lessons, incorporating documents, images, and videos.

## Enrollment And Sales

After course creation, instructors can offer their courses for purchase and enrollment. Students, workers, or end-users can enroll in these courses, facilitating revenue generation for administrators and instructors.

## Learning From The Course

Upon enrollment, students can access various benefits offered by Academy LMS Laravel. These include advanced course player features, progress tracking, wishlisting courses, and accessing instructor support. Additionally, students can securely log in, manage their personal accounts, and browse courses efficiently. Academy LMS Laravel prioritizes delivering a consistent and user-friendly experience.

## Content Safety

Academy LMS Laravel is a comprehensive learning management system designed to create, distribute, and manage educational content.

When using Academy LMS Laravel, users must adhere to strict guidelines regarding the handling of user information. Users are strictly prohibited from publishing or utilizing user information for personal gain. Any unethical use of user data is strictly prohibited.

Academy LMS Laravel prohibits the use of content that may harm or discriminate against any religion. Additionally, users are prohibited from engaging in political discussions, personal promotion, or using abusive language within the application.

## Technical Details

Academy has a few system requirements. To run the application, you have to make sure that your web server meets the following minimal prerequisites:

- Built with: PHP
- Framework: Laravel
- Minimum Php version : > 8.2
- Database: Mysql
- MySQL Version : > 5.7.0
- Required server: Apache
- cURL status: Required
- Mod rewrite module status: Required
- Minimum Required Physical Memory: 3GB

## How To Install Academy LMS Laravel

The installation process of Academy LMS Laravel is as simple as other applications available online. Follow the steps carefully to install and run your business.

- Upload the downloaded zip(Academy.zip) file from CodeCanyon to your server.
  - You can upload anywhere inside your public\_html folder or any sub-folder you want. Just keep in mind the directory where you are.
  - Unzip the file. Go to your preferred web browser and type the URL where you have the files.
  - Example: example.com/academy
- 
- Unzip the file. For example - if you have a domain example.com and unzip the files inside a folder "Academy," the URL will be example.com/Academy.
  - The first step is installation. Before starting, you will need to have the CodeCanyon purchase code, the database name, username, password, and the database host in the installation process. You can get the purchase code from your purchase information on Codecanyon.
  - You will need to create a new database on your server to have the database information. You will also need to ensure that the files in /application/config/database.php and /application/config/routes.php have written permission. You should also verify if your server has PHP CURL enabled. after you hit the "Start Installation Process" button.
  - Provide all write permissions for required files and enable the CURL.

- If everything is fine and has a green checkmark on every required file, click on the "Continue" button.
- You have to provide the previously created database credentials correctly. Click on the "Continue" button.
- Now select the "Install" button.
- Provide the school name, academic session, system name, superadmin's name and email, application password, and time zone. Then, Click on the "Set me up" button.
- Provide the administrator's email and password.
- Click on the "Login" button.

Congratulations! Your Academy LMS Laravel installation process is complete.

## Tax

In Academy LMS Laravel, you have the option to include tax on your course selling prices. This can be done by configuring the tax percentage from the "System Settings" section. Once tax is applied to the course price, students will be required to purchase the course at the adjusted price, inclusive of tax.

If you want to configure taxes on the course selling prices, follow the steps below:

Course selling tax (%) \*

 %

enter 0 if you want to disable the tax option

1. Login to Academy LMS Laravel as an admin with your credentials.
2. Click on **Settings** and then click on **System Settings**.
3. Click on the empty field for **Course Selling Tax** and enter the percentage of tax. You can enter 0 if you want to disable the tax option.

### For example,

Your course price is \$55 and you have added 2% as tax.

$\$55 \times 2\% = \$1.1$  [Your course tax is \$1.1. Your student has to provide this amount extra as tax with course price]

So the course price is:

$\$55 + \$1.1 = \$56.1$

So, the student has to pay \$56.1 for purchasing a course.

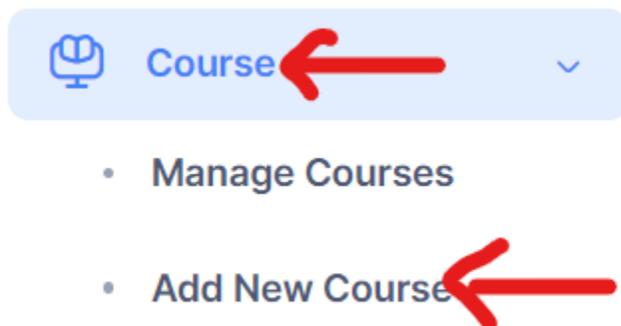
# Admin Panel

## Course Management

### How To Create A Course

As an admin, you can create courses in Academy LMS Laravel and make money by selling them. Several lessons, attachments, and quizzes can be added to the course to increase its usefulness. If the site admin gives their permission, your instructors are also able to post their courses on the application.

### Course Creation Procedure



To create the courses, the course creator can follow the steps below:

- Login as Admin/Instructor.
- Select the "Course" from the left side menu.
- Choose the "Add new course" sub-menu.

The screenshot shows the 'Add Course' form in the Educate Academy Learning Club interface. The form is divided into several sections:

- Title \***: A text input field with the placeholder 'Enter Course Title'.
- Short Description**: A text input field with the placeholder 'Enter Short Description'.
- Description**: A rich text editor with a toolbar containing options like bold, italic, underline, font color, background color, bulleted list, numbered list, link, unlink, and code.
- Category \***: A dropdown menu with the placeholder 'Select a category'.
- Course level \***: A dropdown menu with the placeholder 'Select your course level'.
- Made in \***: A dropdown menu with the placeholder 'Select your course language'.
- Pricing type \***: Radio buttons for 'Paid' (selected) and 'Free'.
- Price (\$) \***: A text input field with the placeholder 'Enter your course price (\$)'. Below it is a checkbox for 'Check if this course has discount'.
- Discounted price**: A text input field with the placeholder 'Enter your discount price (\$)'. Below it is a 'Choose File' button and the text 'No file chosen'.
- Thumbnail**: A text input field with the placeholder 'Choose File' and 'No file chosen'.
- Create as \***: Radio buttons for 'Active' (selected), 'Private', 'Upcoming', 'Pending', 'Draft', and 'Deactive'.

A blue 'Submit' button is located at the bottom right of the form.

Provide the required information to create a course. You have to fill up a form by following the steps below:

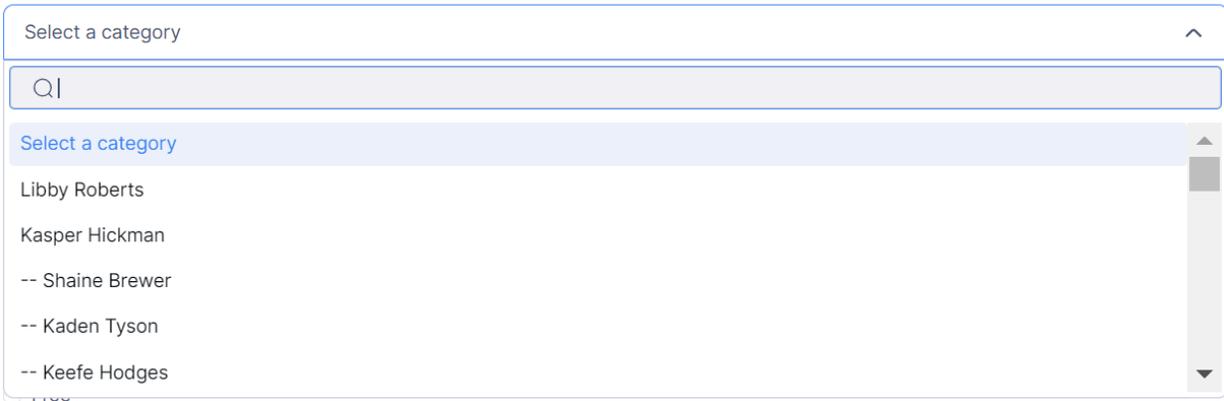
1. Click on the empty field for **Title** and enter the title of the course.
2. Next, click on the field for **Short Description** and provide a short description about the course.
3. Next, you can add additional description inside the **Description** field and format the text as you wish.
4. Next, you can choose the course's status by clicking on the checkbox for **Active**, **Private**, **Upcoming**, **Pending**, **Draft**, or **Deactive** options.

Create as \*

- Active
- Private
- Upcoming
- Pending
- Draft
- Deactive

5. Next, you have to choose the **Category** of the course from a drop-down select option.

Category \*



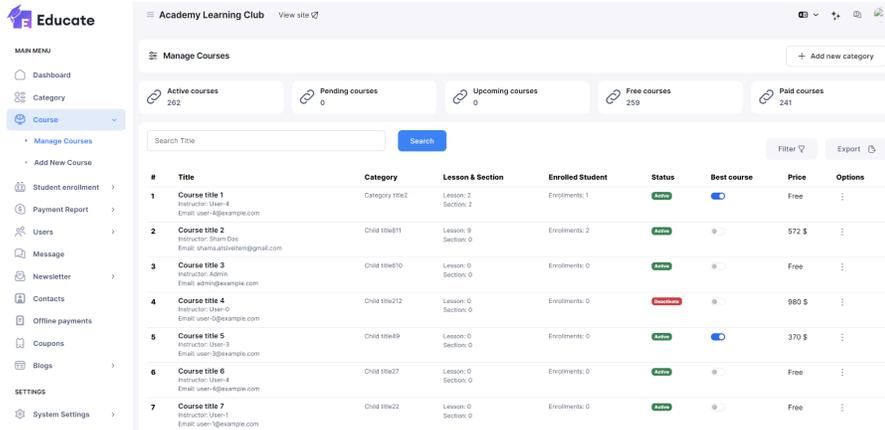
The image shows a web form element for selecting a category. At the top, there is a text input field with the placeholder text "Select a category" and a small upward-pointing arrow on the right. Below this is a search bar containing a magnifying glass icon and the letter "Q". A dropdown menu is open, displaying a list of categories. The first item is "Select a category" in blue text. Below it are "Libby Roberts", "Kasper Hickman", "-- Shaine Brewer", "-- Kaden Tyson", and "-- Keefe Hodges". A vertical scrollbar is visible on the right side of the dropdown list.

6. Next, select the **Course Level** as Beginner, Intermediate or Advanced.
7. Next, click on the **Made In** field and select the language of the course from the drop-down select option.
8. Next, click on the checkboxes for either Paid or Free for the **Pricing Type** field.
9. If the course is paid, click on the field for **Price** and enter the price of the course.
10. If the paid course has a discount, click on the checkbox for **Check if this course has discount**, then enter the discounted price inside the **Discounted Price** field.
11. Next, upload a picture from your device for the **Thumbnail** of the course.
12. Click on **Submit**.
13. The new course will be created.

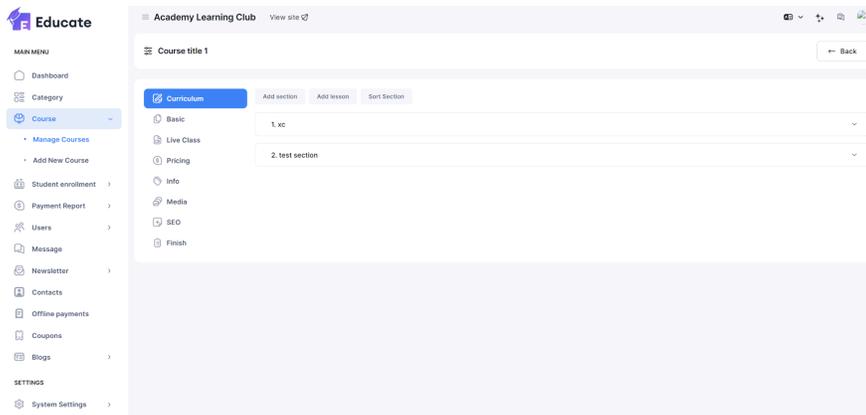
## Edit A Course

After creating a course, you can edit the course information and add more details to it through the **Manage courses** feature. Follow the steps below:

1. Login to Academy LMS Laravel using your credentials.
2. Click on **Courses** and click on **Manage Courses**.
3. A list of courses that is available in your system will open up with the following information: Title, category, lesson & section, number of enrolled students, active status, and price.



4. You can select a class as the **Best Class** by clicking on the toggle button beside the class.
5. If you want to **add additional information** to a course, follow the steps below:
6. Click on the selected course that you want to add information to.
7. The following window will pop up:



8. If you want to **Add Sections**, follow the steps below:
  - a. Click on the **Add Section** button, and the following window will pop up:

Add new section ✕

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Title

Enter title

Submit

Close

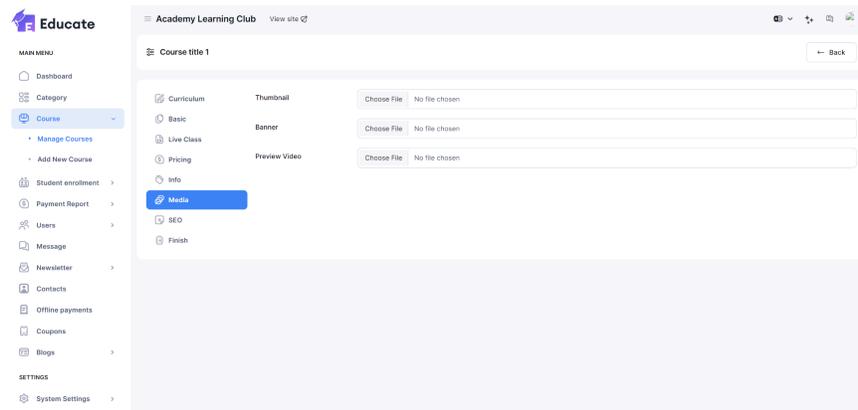
- b. Enter the title of the section and click on submit.

- c. The section will be created.
- d. You can **sort the sections** by clicking on the **Sort Sections** button.
- e. After clicking on the **Sort sections** button, the following window will pop up:

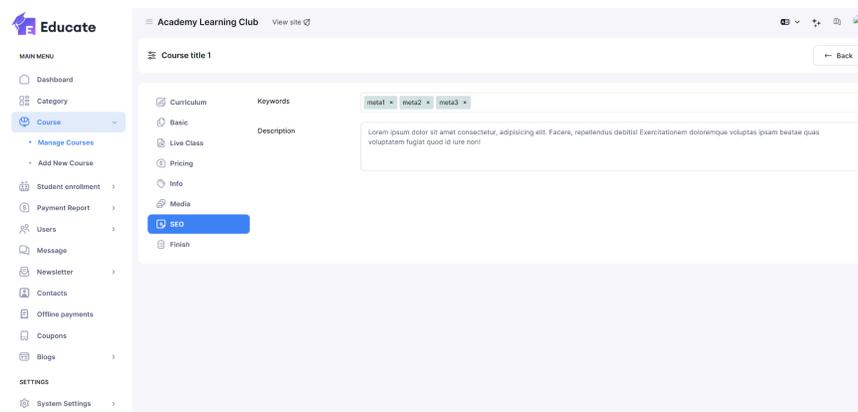
- f. You can drag the tiles and sort the sections as needed.
  - g. Click on **Save Changes**.
9. You can edit the **Basic** information if you want, following the same steps as the How To Create A Course section.
  10. You can configure **Live Classes** by following the **Live Class** section later in this article.
  11. You can edit the **Price** information, changing it to either free or paid.
  12. You can add **Additional Information** to the course, by following the steps below:
    - a. Click on **Info**.
    - b. The following window will pop up.

- c. You can add **Course FAQs** by adding FAQ questions and answers inside the field. You can increase/decrease the number of FAQs by clicking on the **+/-** buttons beside the field.
- d. You can add course requirements inside the **Requirements** field. You can increase/decrease the number of requirements by clicking on the **+/-** buttons beside the field.

- e. You can add course outcomes inside the **Outcomes** field. You can increase/decrease the number of requirements by clicking on the **+/-** buttons beside the field.
13. If you want to add **Media** to the course, follow the steps below:
- a. Click on **Media**.
  - b. The following window will pop up:



- c. Click on **Choose file** beside the **Thumbnail** field to add a thumbnail picture.
  - d. Click on **Choose file** beside the **Banner** field to add a banner picture.
  - e. Click on **Choose file** beside the **Preview video** field to add a preview video.
14. If you want to add **SEO details** to the course, follow the steps below:
- a. Click on **SEO**.
  - b. The following window will pop up:

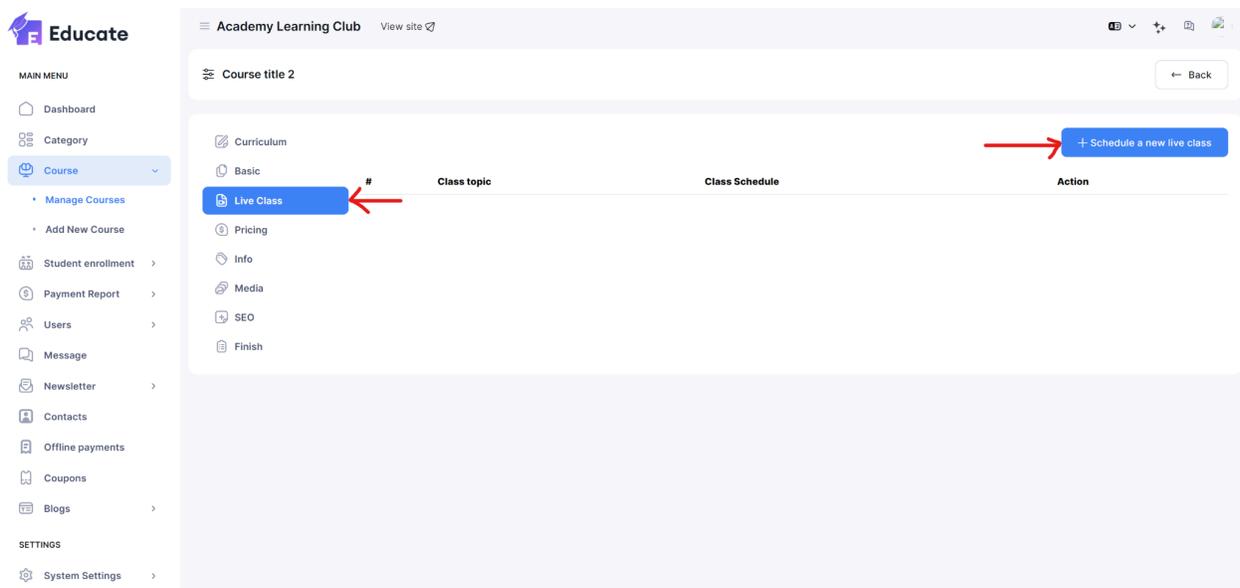


- c. Click inside the **Keyword** field. You can add multiple keywords, and delete them if needed.
  - d. Click inside the **Description** field to add meta description.
15. Click on **Finish**, and then click on **Update**.
16. The information about the course will be updated accordingly.

## Live Class

You can schedule new live classes for any course that you want, using Academy LMS Laravel application. Follow the steps below to add live classes to a course:

1. Login to Academy LMS Laravel using your credentials.
2. Click on **Courses** and then click on **Manage Courses**.
3. Click on the course you would like to add a live class to.
4. On the next page, click on **Live Class**.



5. Click on **Schedule a new class** for a new live class schedule.

- Then, a window will pop up for adding the details of the live class.

Add a new live class ✕

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Class Topic\*

Instructor\* Admin ▾

Class date and time\*

Note for your student

[Create](#)

---

[Close](#)

- Click on **Class Topic** and enter the topic of the class.
- Then, click on **Instructor** and choose which instructor will be taking the class.
- Then, select the date and time by clicking on the **Class Date & Time** field.
- You can add an additional note for students under the **Note for your students** field.
- Click on **Create**.
- The live class will be scheduled.

You can view the existing live classes inside the **Live Class** page.

Curriculum [+ Schedule a new live class](#)

Basic

**Live Class**

Pricing

Info

Media

SEO

Finish

#	Class topic	Class Schedule	Start live class
1	My first live class	26 Mar 2024 - 06:46 AM	<a href="#">Start live class</a>
2	My second live class	25 Mar 2024 - 06:46 AM	<a href="#">Start live class</a> <a href="#">Edit</a> <a href="#">Delete</a>

- You can start a scheduled live class by clicking on the **Start Live Class** button beside the selected class.
- You can edit a class by clicking on the **Edit** button beside the class. Then the **Edit Live class window** will pop up, and you can edit the necessary information required.

Edit live class
✕

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**Class Topic\***

**Instructor\*** Admin ▾

**Class date and time\***

**Note for your student**

asd

Update

---

Close

- You can delete a live class by clicking on the **Delete** button beside the selected class. A confirmation window will pop up, click on **Confirm** if you wish to proceed, otherwise click **Cancel**.

## Lesson Types

To select the optimal lesson type for your course and enhance its value, Academy LMS Laravel provides various platforms. Follow these steps to choose a lesson type for your course:

- Login to Academy LMS Laravel using your admin Credentials
- Click on **Course**, and then click on **Manage Courses**.

The screenshot shows the 'Manage Courses' interface in the Academy Learning Club. The main content area features a table with the following data:

#	Title	Category	Lesson & Section	Enrolled Student	Status	Price	Options
1	Course title 1 Instructor: User-4	Category title2	Lesson: 1 Session: 2	Enrollments: 2	Active	Free	Actions
2	Course title 2 Instructor: Sham Das		Lesson: 9 Session: 0	Enrollments: 1	Active	\$572	Actions
3	Course title 3 Instructor: Admin	Child title610	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
4	Course title 4 Instructor: User-0	Child title212	Lesson: 0 Session: 0	Enrollments: 0	Deactivate	\$980	Actions
5	Course title 5 Instructor: User-3	Child title49	Lesson: 0 Session: 0	Enrollments: 0	Active	\$370	Actions
6	Course title 6 Instructor: User-4	Child title27	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
7	Course title 7 Instructor: User-1	Child title22	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
8	Course title 8 Instructor:	Child title12	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
9	Course title 9	Child title86	Lesson: 0	Enrollments: 0	Active	Free	Actions

- Then, click on any course that you would like to add lessons to.

Academy Learning Club

Manage Courses

Active courses: 262, Pending courses: 0, Upcoming courses: 0, Free courses: 259, Paid courses: 241

#	Title	Category	Lesson & Section	Enrolled Student	Status	Price	Options
1	Course title 1 Instructor: User-4	Category title2	Lesson: 1 Session: 2	Enrollments: 2	Active	Free	Actions
2	Course title 2 Instructor: Sham Das		Lesson: 9 Session: 0	Enrollments: 1	Active	\$572	Actions
3	Course title 3 Instructor: Admin	Child title610	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
4	Course title 4 Instructor: User-0	Child title212	Lesson: 0 Session: 0	Enrollments: 0	Deactivate	\$980	Actions
5	Course title 5 Instructor: User-3	Child title49	Lesson: 0 Session: 0	Enrollments: 0	Active	\$370	Actions
6	Course title 6 Instructor: User-4	Child title27	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
7	Course title 7 Instructor: User-1	Child title22	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
8	Course title 8 Instructor:	Child title12	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
9	Course title 9 Instructor: User-3	Child title86	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions

4. After clicking on the course, click on the **Add Lessons** button located on top.

Academy Learning Club

Course title 1

Curriculum

Curriculum, Add section, Add lesson, Add quiz, Short section

Basic, Live Class, Pricing, Info, Media, SEO, Finish

1. test section

2. xc

5. Next, a window will pop up, where you can select a checkbox for the type of lesson you want to upload. In this section, you can get the lesson types like:

- a. YouTube video
- b. Vimeo Video
- c. Video file
- d. Video URL (MP4)
- e. Google drive video
- f. Document file
- g. Text
- h. Image file

### i. Iframe embed

From all these categories, you can select any platform for your lessons.

Add new lesson ×

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Course: Course title 1

Select lesson type

YouTube Video <input type="radio"/>	Vimeo Video <input type="radio"/>
Video file <input type="radio"/>	Video url [ .mp4 ] <input type="radio"/>
Google drive video <input type="radio"/>	Document file <input checked="" type="radio"/>
Text <input type="radio"/>	Image <input type="radio"/>
Iframe embed <input type="radio"/>	

[Next >](#)

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[Close](#)

## How To Create A Lesson

As an admin/instructor, you can create as many lessons as you would like to a single course. Follow the steps below to create lessons:

1. Login to Academy LMS Laravel using your admin Credentials
2. Click on **Course**, and then click on **Manage Courses**.

Academy Learning Club

Manage Courses

Active courses 262 Pending courses 0 Upcoming courses 0 Free courses 259 Paid courses 241

Search title Filter Export

#	Title	Category	Lesson & Section	Enrolled Student	Status	Price	Options
1	Course title 1 Instructor: User-4	Category title2	Lesson: 1 Session: 2	Enrollments: 2	Active	Free	Actions
2	Course title 2 Instructor: Sham Das		Lesson: 9 Session: 0	Enrollments: 1	Active	\$572	Actions
3	Course title 3 Instructor: Admin	Child title610	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
4	Course title 4 Instructor: User-0	Child title212	Lesson: 0 Session: 0	Enrollments: 0	Deactivate	\$980	Actions
5	Course title 5 Instructor: User-3	Child title49	Lesson: 0 Session: 0	Enrollments: 0	Active	\$370	Actions
6	Course title 6 Instructor: User-4	Child title27	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
7	Course title 7 Instructor: User-1	Child title22	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
8	Course title 8 Instructor:	Child title12	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
9	Course title 9 Instructor:	Child title86	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions

3. Then, click on any course that you would like to add lessons to.

Academy Learning Club

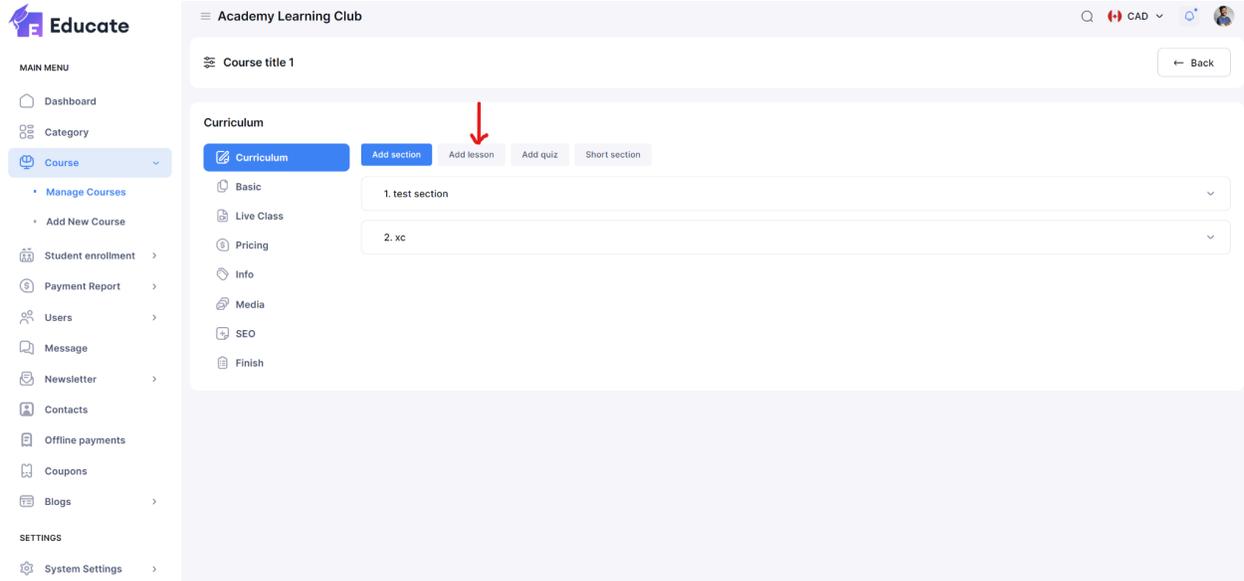
Manage Courses

Active courses 262 Pending courses 0 Upcoming courses 0 Free courses 259 Paid courses 241

Search title Filter Export

#	Title	Category	Lesson & Section	Enrolled Student	Status	Price	Options
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8	Course title 8 Instructor:	Child title12	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions
9	Course title 9 Instructor: User-3	Child title86	Lesson: 0 Session: 0	Enrollments: 0	Active	Free	Actions

4. After clicking on the course, click on the **Add Lessons** button located on top.



5. Next, a window will pop up, where you can select a checkbox for the type of lesson you want to upload. In this section, you can get the lesson types like:

Add new lesson ×

Course: Course title 1

Select lesson type

YouTube Video <input type="radio"/>	Vimeo Video <input type="radio"/>
Video file <input type="radio"/>	Video url [ .mp4 ] <input type="radio"/>
Google drive video <input type="radio"/>	Document file <input checked="" type="radio"/>
Text <input type="radio"/>	Image <input type="radio"/>
Iframe embed <input type="radio"/>	

[Next >](#)

[Close](#)

- a. YouTube video
  - i. After you click on **Youtube Video** and click **Next**, the following page will pop up.

Add new lesson ×

Lesson type: Youtube Video Change ↻

Title

Section

test section

Video url

Duration

00:00:00

Summary

Do you want to keep it free as a preview lesson ?

Mark as free lesson

- ii. Click on the **Title** field and provide a title for the new lesson.
- iii. Then, click on the **Section** field and select a section of the course.
- iv. Provide video URL inside the **Video URL** field.
- v. Add video duration manually by clicking inside the **Duration** field.
- vi. Provide lesson summary.
- vii. Click on the checkbox, if you want to make this lesson free.
- viii. Select the "**Add lesson**" button to add a new Youtube video lesson.

b. Vimeo Video

- i. After you click on **Vimeo Video** and click **Next**, the following page will pop up.

Add new lesson ×

Lesson type: Vimeo Video Change ↻

Title

Section

test section

Video url

Duration

00:00:00

Summary

Do you want to keep it free as a preview lesson ?

Mark as free lesson

- ii. Click on the **Title** field and provide a title for the new lesson.

- iii. Then, click on the **Section** field and select a section of the course.
- iv. Provide video URL inside the **Video URL** field.
- v. Add video duration manually by clicking inside the **Duration** field.
- vi. Provide lesson summary.
- vii. Click on the checkbox, if you want to make this lesson free.
- viii. Select the "**Add lesson**" button to add a new Vimeo video lesson.

c. Video file

- i. After you click on **Video File** and click **Next**, the following page will pop up.

The screenshot shows a web form titled "Add new lesson" with a close button (X) in the top right corner. The form contains the following fields and options:

- Lesson type:** Video file (with a "Change" button and a circular arrow icon).
- Title:** A text input field.
- Section:** A dropdown menu currently showing "test section".
- Upload system video file:** A button labeled "Choose File" and the text "No file chosen".
- Duration:** A text input field.
- Caption (.vtt):** A button labeled "Choose File" and the text "No file chosen".
- Summary:** A rich text editor with a toolbar containing icons for bold, italic, underline, strikethrough, font color, background color, bulleted list, numbered list, indent, and a help icon. The font family is set to "sans-serif".

- ii. Click on the **Title** field and provide a title for the new lesson.
- iii. Then, click on the **Section** field and select a section of the course.
- iv. Click on **Choose file** and upload the video file from your device.
- v. Add video duration manually by clicking inside the **Duration** field.
- vi. Click on **Choose file** under the **Caption** field and upload the video captions file.
- vii. Provide lesson summary.
- viii. Click on the checkbox, if you want to make this lesson free.
- ix. Select the "**Add lesson**" button to add a newVideo file lesson.

d. Video URL (MP4)

- i. After you click on the **Video URL** option and click **Next**, the following page will pop up.

Add new lesson

Lesson type: On Change

Title  
YouTube Video

Section  
XC

Summary  
 https://youtu.be/E3QpXl\_QOqQ?hmmvGKgr6V56R87N

Do you want to keep it free as a preview lesson?  
 Mark as free lesson

Add Lesson

Close

- ii. Click on **Title** and enter the title of the video.
- iii. Select the **Section** from the section field.
- iv. Click on the **Summary** field and enter the link of the video.
- v. Click on **Add Lesson**.
- vi. The lesson will be added.

e. Google drive video

- i. After you click on the **Google Drive Video** option and click **Next**, the following page will pop up.

Add new lesson

Lesson type: Google drive video Change

Title

Section  
test section

Video url

Duration

Summary

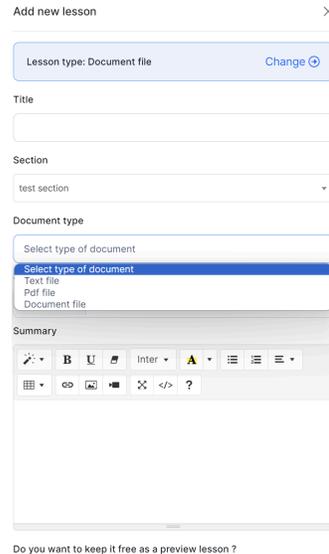
Do you want to keep it free as a preview lesson?

- ii. Click on the **Title** field and provide a title for the new lesson.
- iii. Then, click on the **Section** field and select a section of the course.
- iv. Provide Google drive video URL inside the **Video URL** field.
- v. Add video duration manually by clicking inside the **Duration** field.
- vi. Provide lesson summary.
- vii. Click on the checkbox, if you want to make this lesson free.

viii. Select the **"Add lesson"** button to add a new Google Drive Video lesson.

f. Document file

i. After you click on the **Document File** option and click **Next**, the following page will pop up.



The screenshot shows a web form titled "Add new lesson" with a close button (X) in the top right corner. The form contains the following fields and options:

- Lesson type:** Document file (with a "Change" link and a dropdown arrow).
- Title:** An empty text input field.
- Section:** A dropdown menu currently showing "test section".
- Document type:** A dropdown menu with "Text file", "Pdf file", and "Document file" as options.
- Summary:** A rich text editor with a toolbar containing icons for bold, italic, underline, text color, background color, bulleted list, numbered list, link, unlink, code, and help.
- Do you want to keep it free as a preview lesson?** A checkbox (not visible as checked or unchecked).

- ii. Click on the **Title** field and provide a title for the new lesson.
- iii. Then, click on the **Section** field and select a section of the course.
- iv. Select the document type from the available options from the drop down menu after clicking on **Document type** field.
- v. Click on **Choose File** and upload the document file from your device.
- vi. Provide lesson summary.
- vii. Click on the checkbox, if you want to make this lesson free.
- viii. Select the **"Add lesson"** button to add a new Document File lesson.

g. Text

i. After you click on the **Text** option and click **Next**, the following page will pop up.

Add new lesson ✕

Lesson type: Text Change ↻

Title

Section

test section

Enter your text

Summary

- ii. Click on the **Title** field and provide a title for the new lesson.
  - iii. Then, click on the **Section** field and select a section of the course.
  - iv. Click on the **Enter Your Text** field and enter the required text.
  - v. Provide lesson summary.
  - vi. Click on the checkbox, if you want to make this lesson free.
  - vii. Select the "**Add lesson**" button to add a new Text lesson.
- h. Image file
- i. After you click on the **Image File** option and click **Next**, the following page will pop up.

Add new lesson ×

Lesson type: Image Change ↻

Title

Section

Attachment

Summary

Do you want to keep it free as a preview lesson ?

Mark as free lesson

Add lesson

- ii. Click on the **Title** field and provide a title for the new lesson.
  - iii. Then, click on the **Section** field and select a section of the course.
  - iv. Click on **Choose file** and upload the image from your device.
  - v. Provide lesson summary.
  - vi. Click on the checkbox, if you want to make this lesson free.
  - vii. Select the "**Add lesson**" button to add a new Image lesson.
- i. Iframe embed
    - i. After you click on the **Iframe embed** option and click **Next**, the following page will pop up.

Add new lesson ×

---

Lesson type: Iframe Change ↻

Title

Section

test section ▼

Iframe source (Provide the source url only)

Provide the source only

Summary

✎ **B** U sans-serif ▼ **A** ▼ ▼

</> ?

Add lesson

- ii. Click on the **Title** field and provide a title for the new lesson.
- iii. Then, click on the **Section** field and select a section of the course.
- iv. Click on the **Iframe source** field and enter the source url only.
- v. Provide lesson summary.
- vi. Click on the checkbox, if you want to make this lesson free.
- vii. Select the "**Add lesson**" button to add a new Image lesson.

## How To Publish Upcoming Course

You can publish a course ahead of its time, and show the status of the upcoming course, by following the steps below:

1. Login as Admin/Instructor.
2. Select the "Course" from the left side menu.

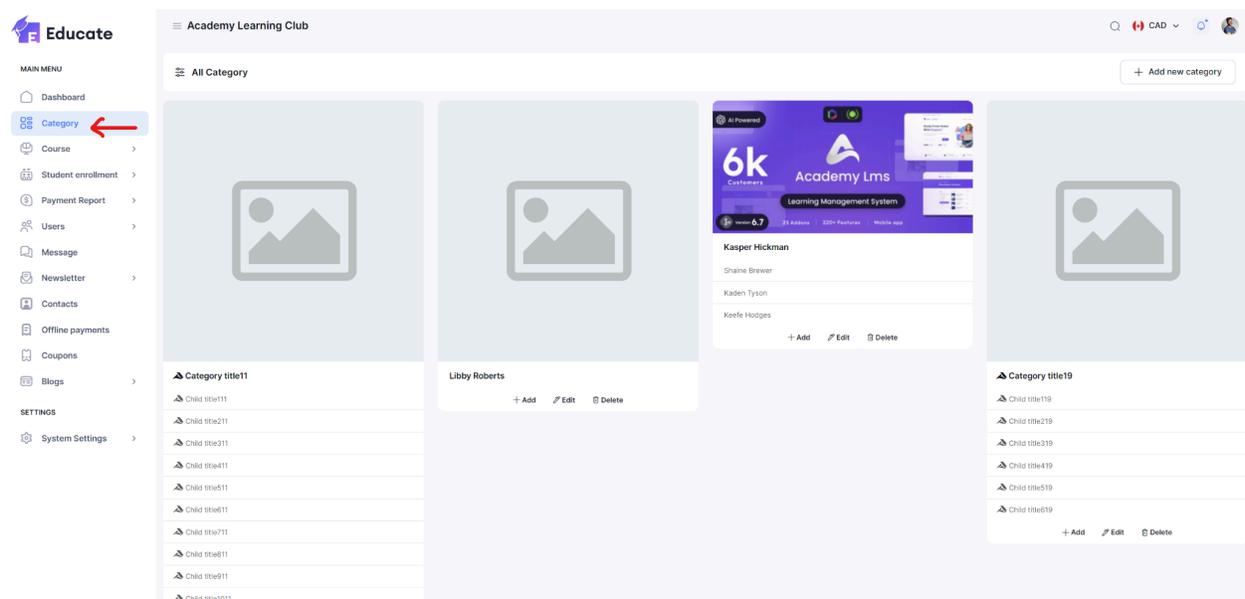
3. Choose the "Add new course" sub-menu.
4. Follow the instructions from **How To Create A Course** step by step.
5. You can choose the course's status by clicking on the checkbox for **Active**, **Private**, **Upcoming**, **Pending**, **Draft**, or **Deactive** options. Choose **Upcoming**.

Create as \*

- Active
- Private
- Upcoming
- Pending
- Draft
- Deactive

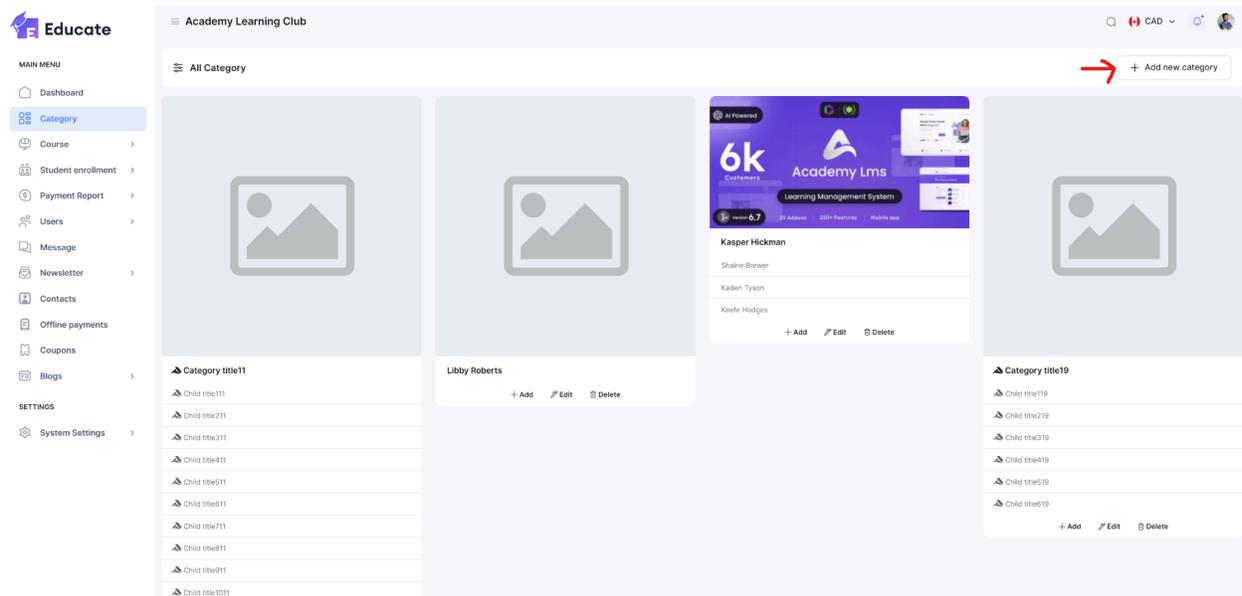
6. Fill up the rest of the information following the **How To Create A Course** section, and click on **Submit**.
7. The upcoming course will be created.

## How To Create Course Categories



As an admin, you can create categories and subcategories for the courses created. To create categories and subcategories, follow the steps below:

1. Login as an admin with your credentials.
2. Choose the **Categories** option from the left side navigation bar.
3. To **create a new category**, follow the steps:
  - a. Click on the **Add new category** button.



- b. Next, a window will pop up for adding a new category.

The 'Add new category' modal form contains the following fields and buttons:

- Category Name:** A text input field with the placeholder text 'Enter your category name'.
- Pick Your Icon:** A dropdown menu with the placeholder text 'Pick your category icon'.
- Keywords (optional):** A text input field with the placeholder text 'Enter your Keywords'.
- Category Description (optional):** A larger text area with the placeholder text 'Enter your description'.
- Thumbnail (optional):** A file selection field with the placeholder text 'Choose File' and 'No file chosen'.
- Submit:** A blue button at the bottom left.
- Close:** A button at the bottom right.

- c. Click on the empty field for **Category Name** and enter the name of the category.
- d. Next, click on the field for **Pick Your Icon** and choose an icon from the available options.

Pick Your Icon

Pick your category icon

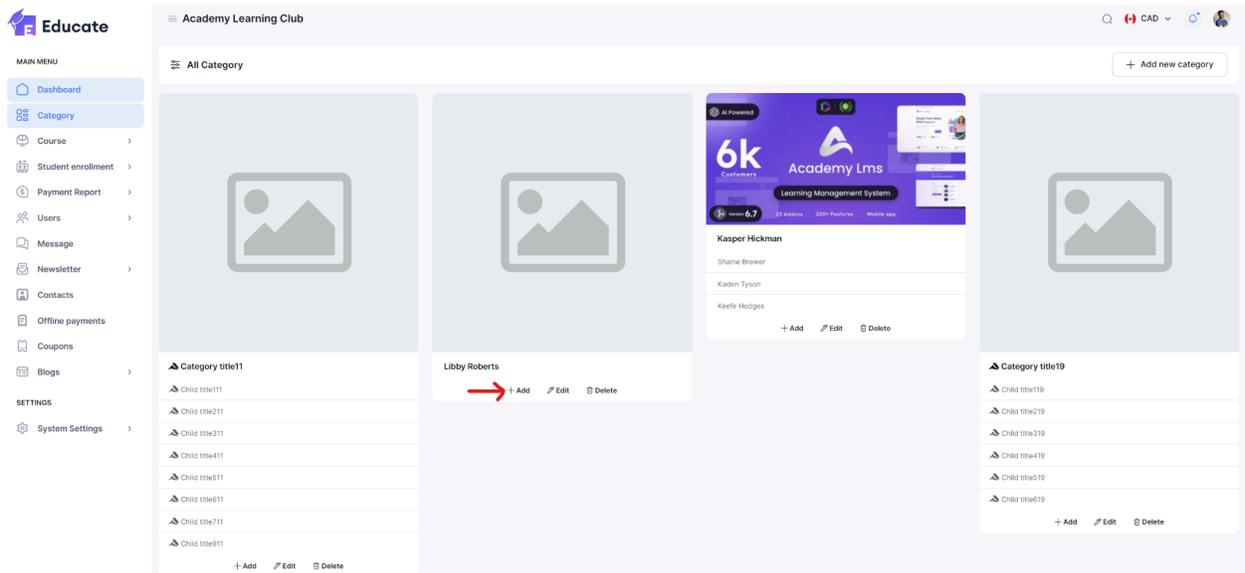
Keywords (optional)  
Enter your Keywords

Category Description (optional)  
Enter your description

Thumbnail (optional)  
Choose File

Submit

- e. Next, click on the field for **Keywords** and add some keywords. This step is optional.
  - f. Next, click on the field for **Description** and add a description about the category. This step is optional.
  - g. Lastly, click on the field for **Thumbnail** and upload a thumbnail picture from your device for the category. This step is optional.
  - h. Click on **Submit**.
  - i. The Category will be created.
4. To **add subcategories to a category**, follow the steps below:



- a. Click on the **Add** button under the category you want to create subcategories for.
- b. A window will pop up, for adding the new subcategory.

Add new category
✕

---

**Category Name**

**Pick Your Icon**

**Keywords (optional)**

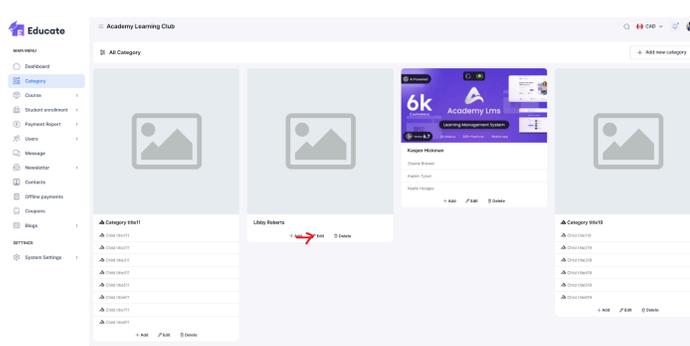
**Category Description (optional)**

**Thumbnail (optional)**

No file chosen

- c. Click on the empty field for **Category Name** and enter the name of the category.
- d. Next, click on the field for **Pick Your Icon** and choose an icon from the available options.
- e. Next, click on the field for **Keywords** and add some keywords. This step is optional.
- f. Next, click on the field for **Description** and add a description about the category. This step is optional.
- g. Lastly, click on the field for **Thumbnail** and upload a thumbnail picture from your device for the category. This step is optional.
- h. Click on **Submit**.
- i. The Subcategory will be created.
- j. You can create as many subcategories as you like for a single category.

5. To **Edit a category**, simply click on **Edit** under the category and the window for editing the category will pop up. Edit the information required and click on **Submit**.



The screenshot shows the 'Academy Learning Club' dashboard. On the left is a sidebar with navigation options like Dashboard, Category, Course, Student enrollment, Payment report, Users, Message, Newsletter, Contacts, Office payments, Courses, Blogs, Settings, and System Settings. The main content area displays a grid of category cards. One card is highlighted, showing details for 'Libby Roberts' with a '6k' badge and 'Academy LMS' branding. Below the grid is a table with columns for 'Category Name', 'Status', and 'Action'.

Edit category
✕

---

**Parent category**

- Mark it as parent -

**Category Name**

**Pick Your Icon**

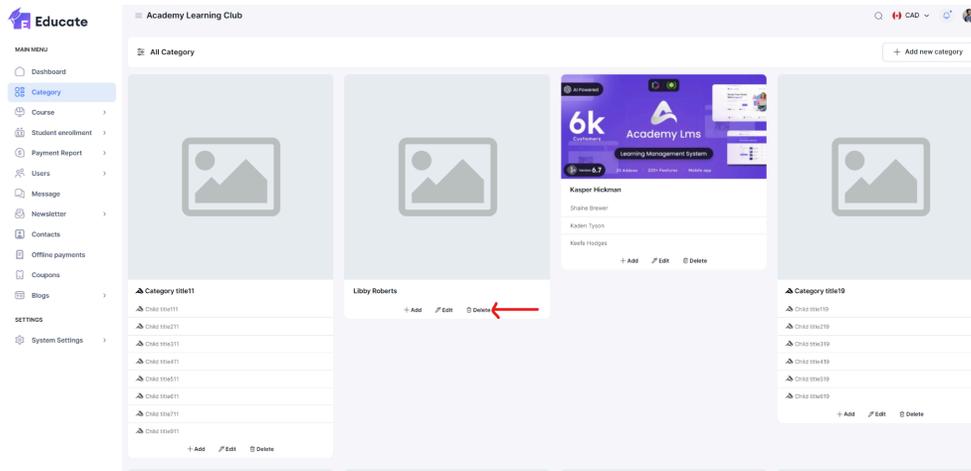
**Keywords (optional)**

**Category Description (optional)**

**Choose category thumbnail (optional)**

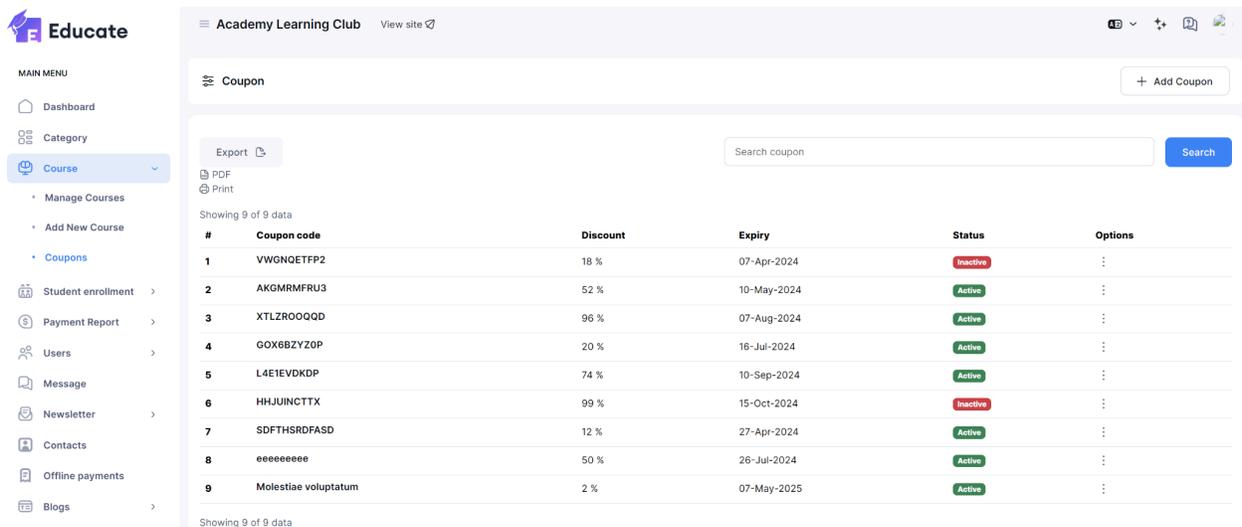
No file chosen

6. To **Delete a category**, click on the **Delete** button.



- a. A confirmation window will pop up, click **Confirm** if you want to proceed, otherwise click **Cancel**.

## How To Create Course Coupons



Make course coupons with which students can avail certain discounts in available courses. Follow the steps below to create course coupons as an admin:

1. Login to Academy LMS Laravel using your credentials.
2. Click on **Courses** and click on **Coupons**.
3. Click on the **+ Add Coupon** button. The following window will pop up:

Add Coupon
X

---

**Code**

**Discount (%)**

**Expiry**

**Status**

Add Coupon

Close

4. Click on the **Code** field and enter the coupon code.
5. Next, click on the **Discount** field and enter the discount percentage rate of the course fee.
6. Then, click on the **Expiry** field and enter an expiry date for the coupon.
7. Lastly, click on the **Status** field and choose whether the coupon is active or deactivated.
8. Click on **Add Coupon**.
9. The coupon will be added.

Additionally, you can take several actions on the already existing coupons listed inside the **Coupon** page, by following the steps below:

The screenshot shows the 'Academy Learning Club' interface. On the left is a 'MAIN MENU' with options like Dashboard, Category, Course, Student enrollment, etc. The main content area is titled 'Coupon' and contains a table with 9 rows of coupon data. A search bar and 'Add Coupon' button are at the top right. A context menu is open over the first row, showing 'Activate', 'Edit', and 'Delete' options.

#	Coupon code	Discount	Expiry	Status	Options
1	VWGNQETFP2	18 %	07-Apr-2024	Inactive	⋮
2	AKGMRMFRU3	52 %	10-May-2024	Active	⋮
3	XTLZROOQQD	96 %	07-Aug-2024	Active	⋮
4	G0X6BZY20P	20 %	16-Jul-2024	Active	⋮
5	L4E1EVDKDP	74 %	10-Sep-2024	Active	⋮
6	HHUJUNCTTX	99 %	15-Oct-2024	Inactive	⋮
7	SDFTHSRDFASD	12 %	27-Apr-2024	Active	⋮
8	eeeeeeeee	50 %	28-Jul-2024	Active	⋮
9	Molestiae voluptatum	2 %	07-May-2025	Active	⋮

1. Click on the “:” button beside the selected coupon.
2. If you want to **Activate the coupon**, click on **Activate**, and the coupon will be activated.
3. If you want to **Edit the coupon**, click on **Edit**, and the following window will pop up:

Edit Coupon
✕

---

**Code**

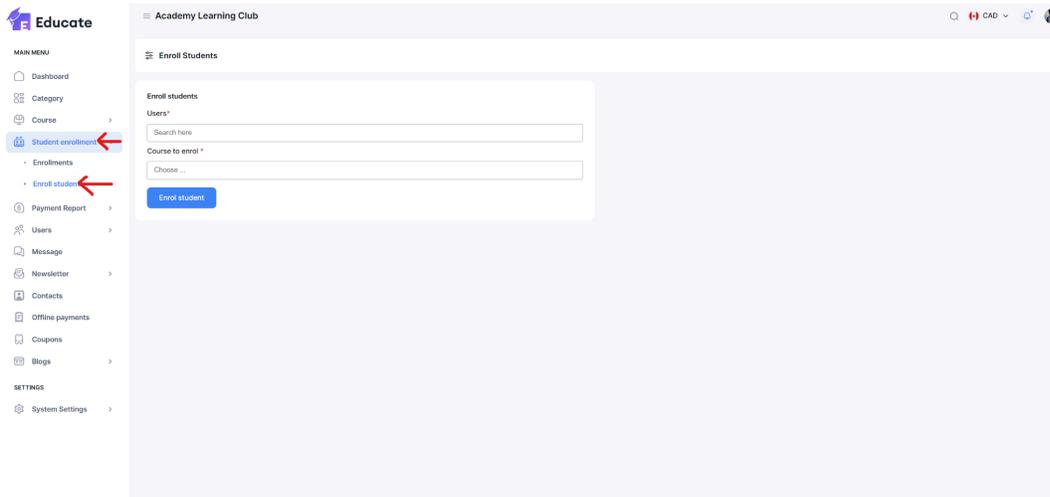
**Discount (%)**

**Expiry**

**Status**

- a. Edit the information required.
  - b. Click on **Update Coupon**.
  - c. The coupon details will be updated.
4. If you want to **Delete a coupon**, click on **Delete**. A confirmation window will pop up, click **Confirm** if you wish to proceed, otherwise click **Cancel**.

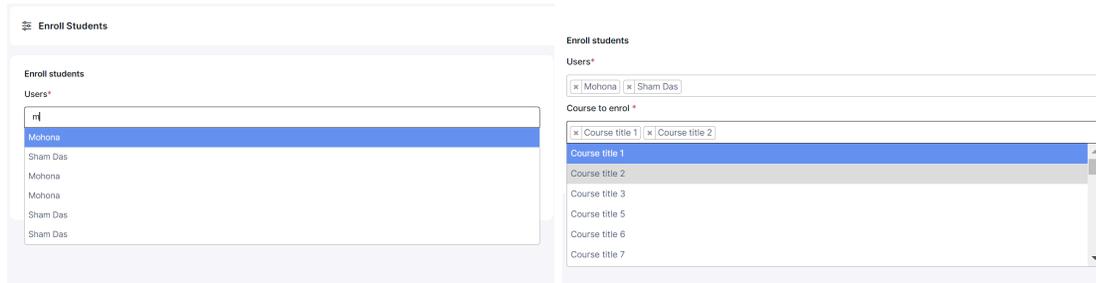
## How To Enroll A Student Manually



In Academy LMS Laravel, students can enroll in courses either by purchasing them directly or through manual registration by the admin. As an admin, you can enroll students manually by following the steps below:

1. Login as an admin with your credentials.

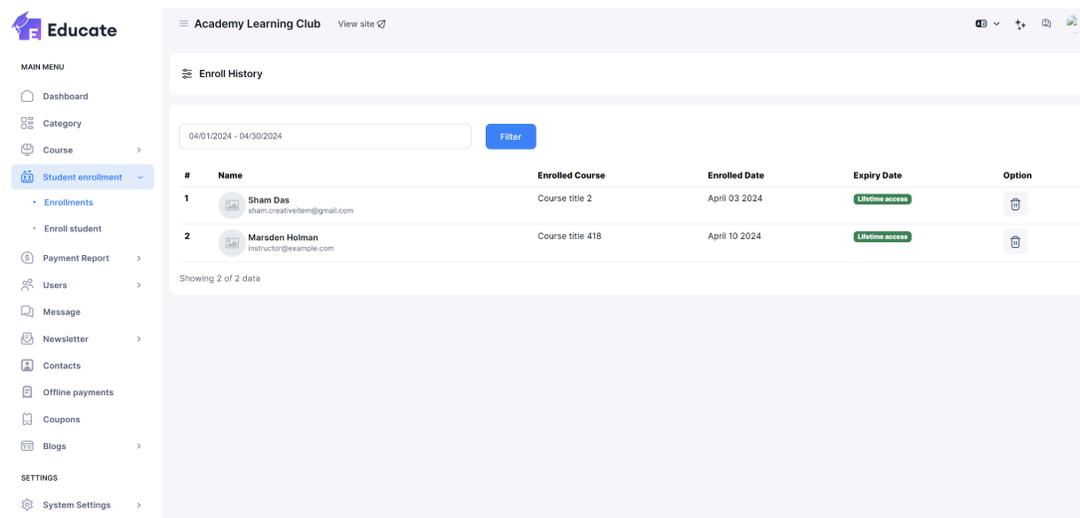
2. Click on **Student Enrollment** from the left navigation panel.
3. From the drop down menu, choose the **Enrol Student** option.
4. An enrollment form will show up in your window.
5. Click on the empty field for **Users**. Then choose the student you want to enroll in a course. You can choose more than one student if you want.



6. Next, click on the empty field for **Course to enroll**, and choose the courses you want to enroll the student into. You can select multiple courses if you like. In this way, you can add multiple students to multiple courses at the same time.
7. Click on **Enrol Student**.
8. The manual enrolment process is complete.

## View Enrolment History

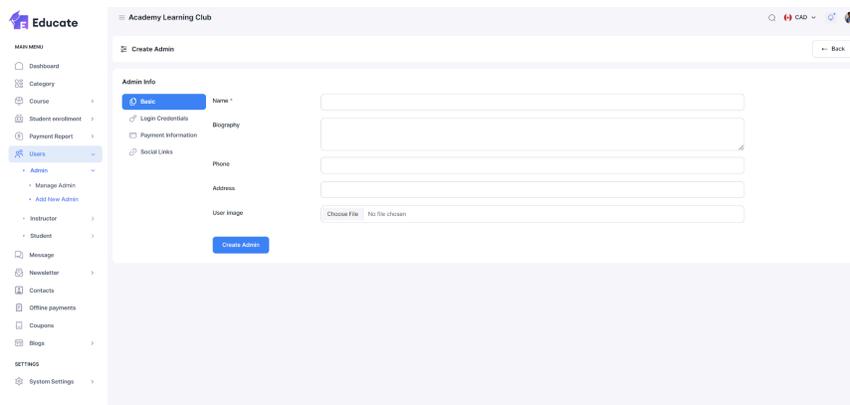
As an admin, you can also access the Enrolment history over time and view the students' relevant information all at one place. Follow the steps below to navigate to the enrollment history:



1. Login to Academy LMS Laravel using your admin credentials.
2. Click on **Student Enrolment** and then click on **Enrollments**.
3. The page will show all students enrolled in your system, with their following details: Name, enrolled course, enrolled date, and expiry date.
4. If you want to **Delete a student**, click on the **delete** button located under the **Option** column. Click on **Confirm** if you want to proceed, otherwise click **Cancel**.
5. You can **Filter according to the enrolled date** using the filter option.

## Multi Admin

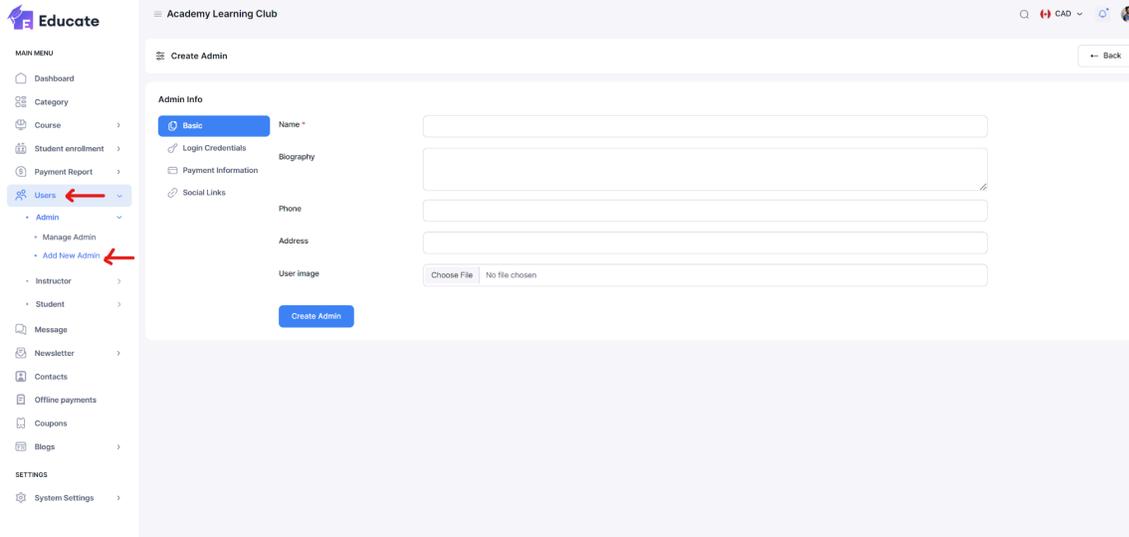
In Academy LMS Laravel, you have the flexibility to add multiple admins to manage various aspects of your platform. Distributing responsibilities among multiple admins make daily operations more efficient. Additionally, you can customize permissions for each sub-admin to control access and ensure smooth administration.



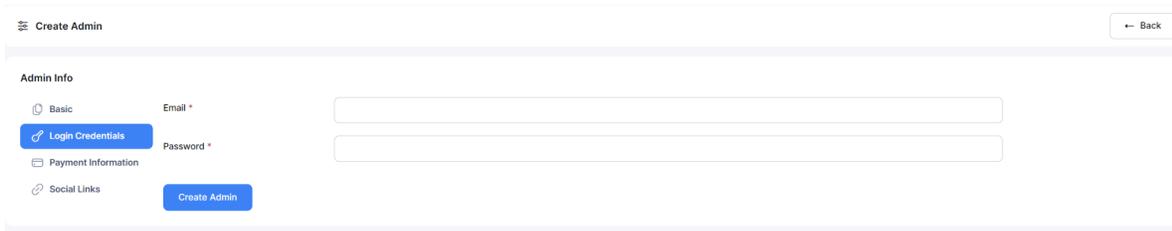
## Add A Sub Admin

As a root admin, you can add multiple sub-admins to your application, manage their details, and also delete them if needed. To **Add A New Admin**, follow the steps below:

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **Users** from the left navigation bar, and from the drop-down menu choose **Add New Admin**.



3. An admin creation form will open up in the window.
4. For filling up the basic information, follow the steps below:
  - a. Click on the empty field for **Name** and enter the name of the admin.
  - b. Next, click on the empty field for **Biography** and provide some biography details about the admin.
  - c. Next, click on the empty field for **Phone** and add the phone number of the admin.
  - d. Next, click on the empty field for **Address** and add the address of the admin.
  - e. Next, click on the **Choose File** button and upload a **User image** of the admin from your device.
  - f. Next, you have to fill up the login credentials form.
5. For filling up the login information, follow the steps below:



- a. Click on **Login Credentials**.
  - b. Then inside the form, click on the empty field for **Email**, and provide the email of the admin to be added.
  - c. Next, input the password for the new admin to log in.
  - d. Next, you have to fill up the payment information form.
6. For filling up the Payment Information form, follow the steps below:

The screenshot shows the 'Create Admin' form with the 'Payment Information' section active. The form is organized into three main sections: Paypal, Stripe, and Razorpay. Each section has a header and several input fields for API keys and client IDs. The 'Payment Information' tab is highlighted in the left sidebar.

- a. Click on **Payment Information**.
  - b. The available payment methods are Paypal, Stripe, Razorpay, Flutterwave and Paytm. You can provide any of the payment method details.
  - c. For Paypal, provide:
    - i. Sandbox client Id
    - ii. Sandbox Secret Key
    - iii. Production Client Id
    - iv. Production Secret Key
  - d. For Stripe, provide:
    - i. Public Key
    - ii. Secret Key
    - iii. Public Live Key
    - iv. Secret Live Key
  - e. For Razorpay, provide:
    - i. Public Key
    - ii. Secret Key
  - f. For PayTm, provide:
    - i. Public Key
    - ii. Secret Key
  - g. Next, you can fill up the details for Social Links.
7. For filling out the Social Links form, follow the steps below:

The screenshot shows the 'Create Admin' form with the 'Social Links' section active. The form has three input fields for Facebook, Twitter, and LinkedIn. The 'Social Links' tab is highlighted in the left sidebar, and a 'Create Admin' button is visible at the bottom of the form.

- a. Click on **Social Links**.
  - b. Click on the empty field for **Facebook** and provide the facebook profile link.
  - c. Next, click on the empty field for **Twitter** and provide the twitter profile link.
  - d. Next, click on the empty field for **Linkedin** and provide the linkedin profile link.
8. Click on **Create Admin**.
9. The admin will be created.

## Manage Admins

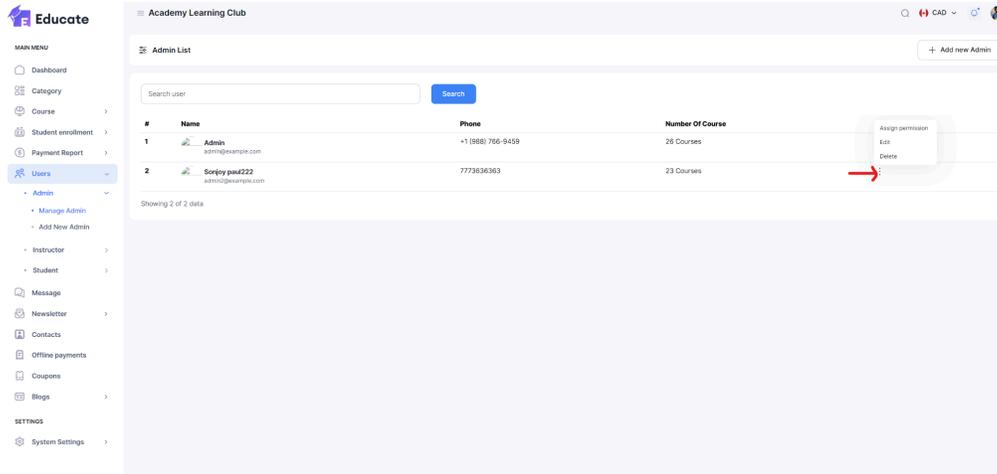
The screenshot shows the 'Admin List' page in the Academy Learning Club system. The sidebar menu on the left is expanded to 'Users', and the 'Admin' sub-menu is selected. The main content area displays a table with the following data:

#	Name	Phone	Number Of Course	Options
1	Admin admin@example.com	+1 (988) 766-9459	26 Courses	Manage Admin
2	Swijoy paul222 admin@example.com	7773636363	23 Courses	⋮

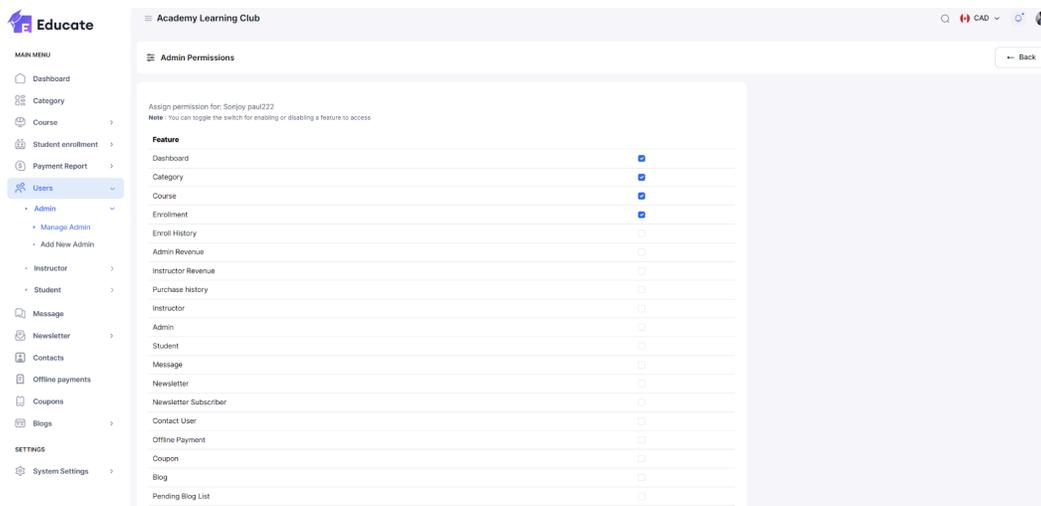
Below the table, it indicates 'Showing 2 of 2 data'.

As the root admin, you can manage all the details of the additional admins of your system. Manage the admins of your system by assigning them certain permissions, editing their information or deleting them from the system if needed, by following the steps below:

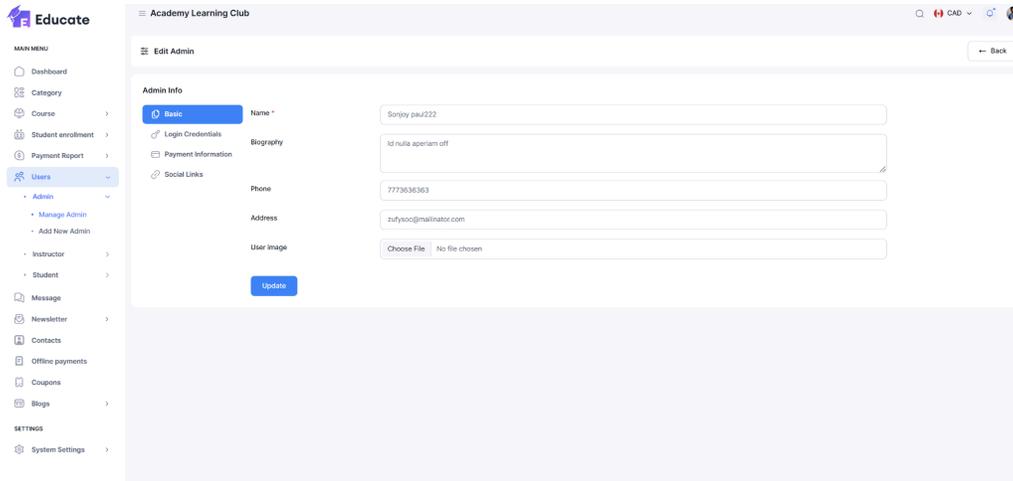
1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **Users**, then under **Admin** click on the **Manage Admins** option.
3. In the next window, a list of the admins will be shown, with their Names, phone numbers, number of courses under their name, and actions that can be taken.
4. If you want to **Assign permissions to an admin**, follow the steps below:
  - a. Click on the “.” button beside the selected admin.



- b. Then, click on **Assign permission**.
- c. In the next window, you will see all the options that you can assign permissions to the admin. Click on the checkbox for the options that you want to grant permission for, and it will be updated automatically.



5. If you want to **Edit the information of an Admin**, follow the steps below:



- a. Click on “:” and then click on **Edit**.
  - b. The information form window for edit admin will open up, and you can edit the necessary information required.
  - c. Click on **Update**.
  - d. The information will be updated.
6. If you want to **Delete an admin**, click on **Delete**, and a confirmation window will pop up. Click on **Confirm** if you wish to proceed, otherwise click **Cancel**.

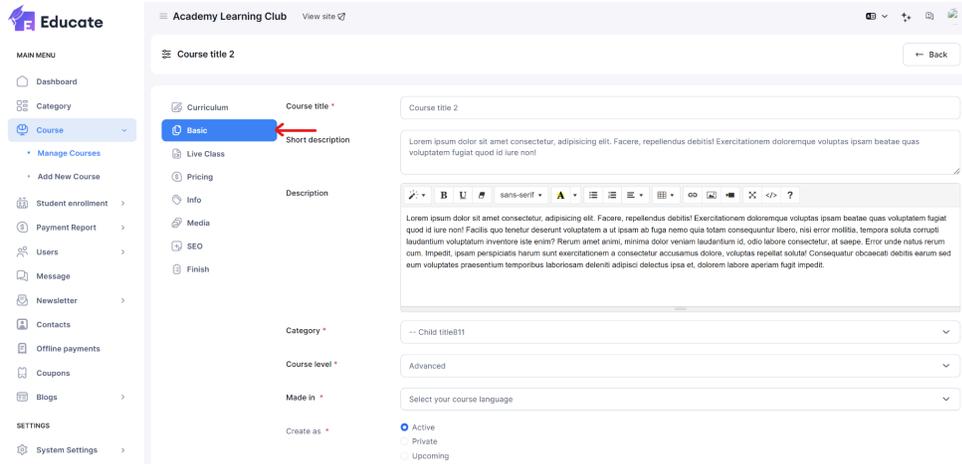
## Private Course

In the Academy LMS Laravel application, you have the option to designate certain courses as confidential or private. When a course is marked as private, it won't be visible in the application's interface.

However, you can manually enroll students through the backend. Instructors can also make their courses private, but they require approval from the site admin. Once approved, they can publish their private courses, but only the site admin can enroll students in these courses.

To make a course private, follow the steps below:

1. Login to Academy LMS Laravel as an admin.
2. Click on **Courses**, and then click on **Manage courses**.
3. Click on the course that you would like to be private.



4. On the next page, click on **Basic**.
5. Choose **Private** for the create as section.

Create as \*

- Active
- Private
- Upcoming
- Pending
- Draft
- Inactive

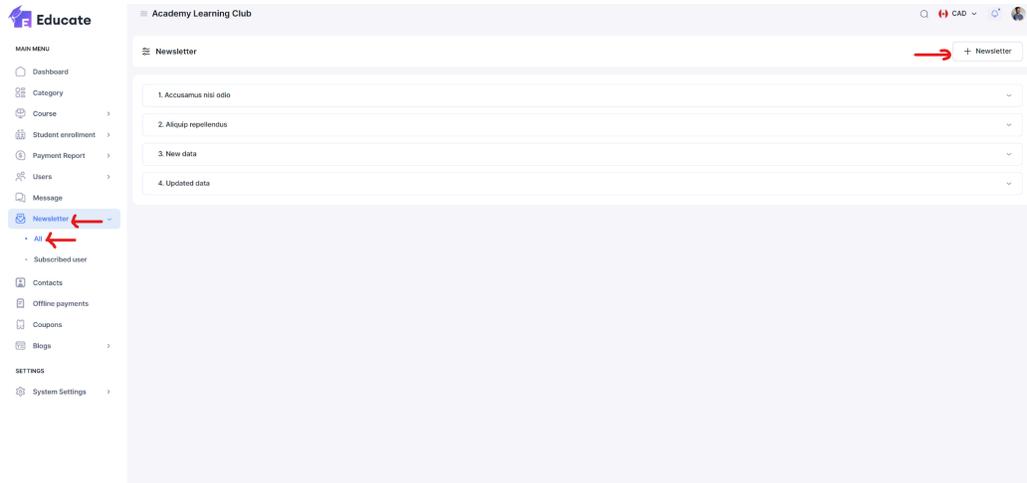
## Managing Newsletter

A newsletter is a useful tool to have a consistent communication channel to spread news, information, and updates to subscribers via email in Academy LMS Laravel. It enhances user engagement by keeping them informed about relevant developments. Users can conveniently subscribe to the newsletter directly from the application's homepage.

Within Academy LMS Laravel, you have the capability to manage newsletters effectively. You can easily add, edit, or remove newsletters as needed. Additionally, selecting recommended users to receive emails can be done with just a few clicks, ensuring targeted communication.

### Add a newsletter

To add a new newsletter, follow the steps below:

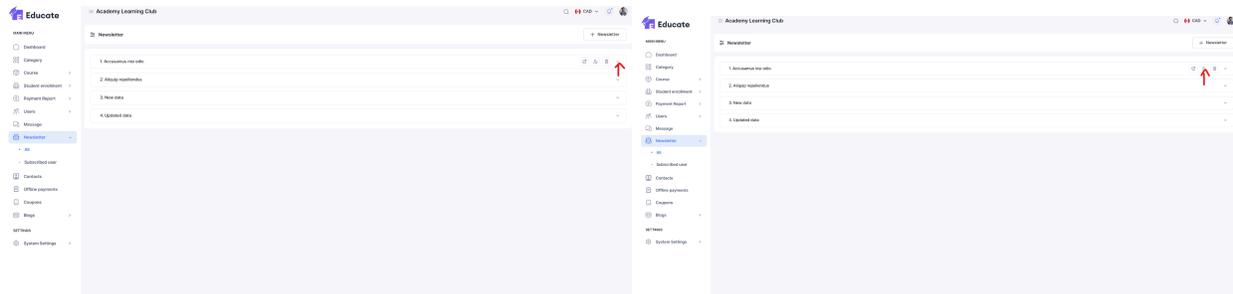


1. Login as an admin with your credentials.
2. Click on **Newsletter** and choose **All Newsletter** from the drop down menu.
3. Click on the **+ Newsletter** button on top right.

4. An **Add Newsletter** form will pop up in your window.
5. Click on the field for **Subject** and enter the subject of the newsletter.
6. Next, click on the field for **Description** and enter the description of the newsletter, you can format the text of the description as you like.
7. Click on **Save**.
8. The newsletter will be saved.

## Edit Newsletter

If you want to edit/update an existing newsletter, follow the steps below:



1. Hover over the newsletter and the options will be visible on the right side.
2. Click on the **Edit** button beside the selected newsletter.
3. An **Update Newsletter** form will show up in the window.

Update Newsletter ×

Subject

Description

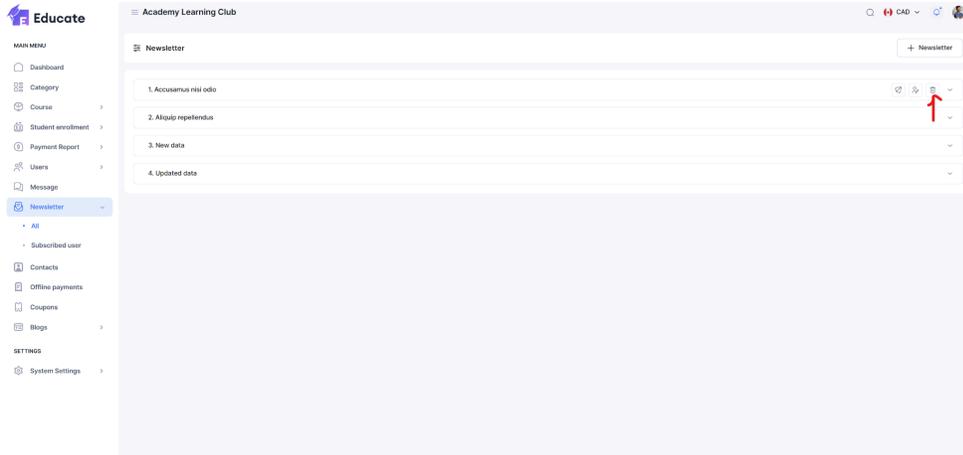


ASDASD

4. Edit/update the information you want.
5. Click on **Update**.
6. The newsletter will be updated.

## Delete Newsletter

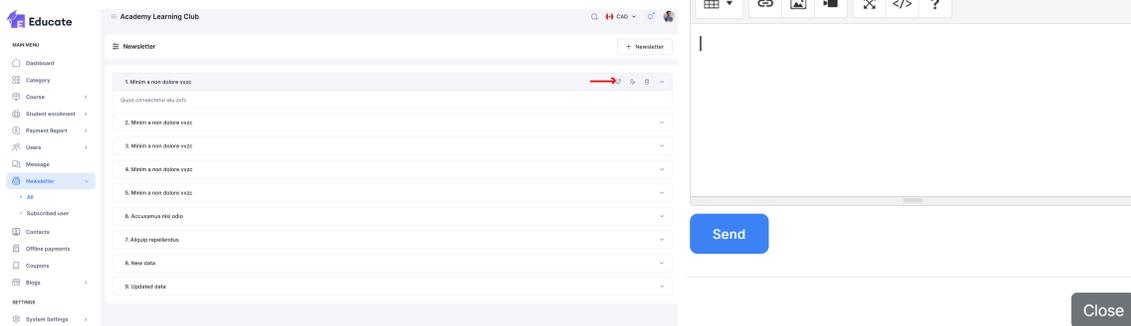
If you want to delete a newsletter, follow the steps below:



1. Click on the **Delete** button beside the newsletter.
2. A confirmation window will pop up, click **Yes, I'm sure** if you want to proceed, otherwise click **Cancel**.

## Send Newsletter

If you want to send a newsletter to your targeted users easily, follow the steps below:



1. Select the newsletter you want to send.
2. Click on the **Send** button.
3. A form will pop up for sending the newsletter.
4. Click on the field for **Send to** and choose your audience for the newsletter.

5. Click on the field for **Subject** and enter the subject of the newsletter.
6. Next, click on the field for **Description** and enter the description of the newsletter, you can format the text of the description as you like.
7. Click on **Send**.
8. The newsletter will be sent to the selected users.

## View Subscribed Users

The screenshot shows the 'Subscribers' page in the Educate Academy Learning Club dashboard. The page features a search bar, an 'Export' button, and a table of subscribers. The table has columns for '#', 'Email', 'User status', and 'Actions'. The 'User status' column uses color-coded labels: yellow for 'Not registered' and green for 'Registered user'. The 'Actions' column contains trash icons for deleting users. The sidebar menu on the left includes 'Newsletter' with a sub-menu for 'Subscribed user'.

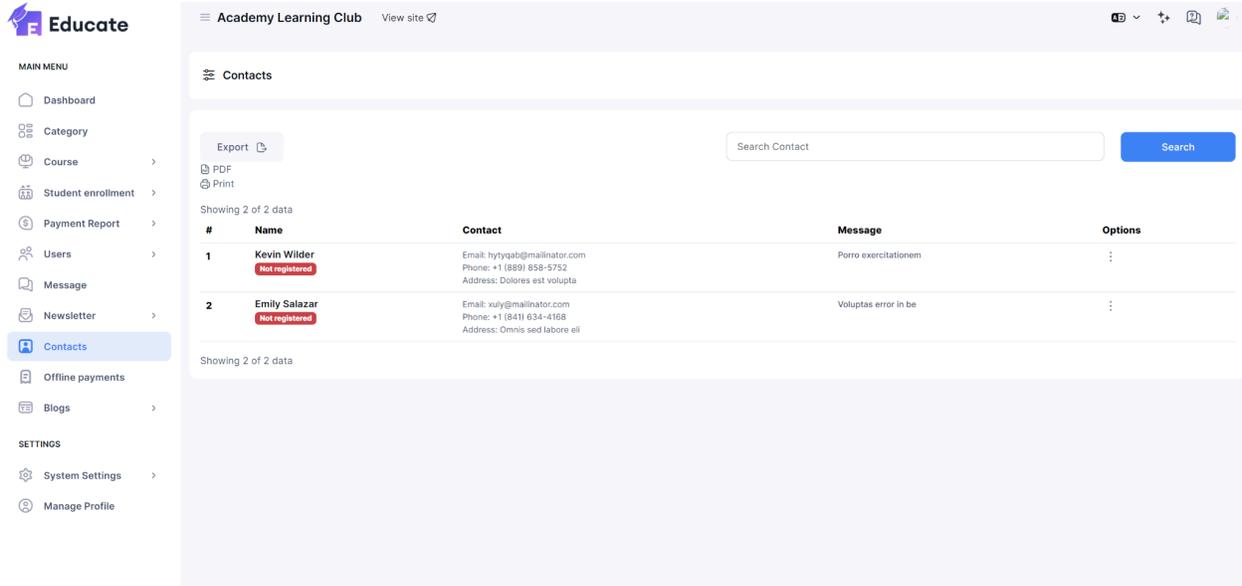
#	Email	User status	Actions
1	aaastudent@example.com	Not registered	[Trash]
2	codersazol@gmail.com	Not registered	[Trash]
3	sazol@gmail.com	Not registered	[Trash]
4	sham@example.com	Registered user	[Trash]
5	admin@example.com	Registered user	[Trash]

Showing 5 of 5 data

As an admin, you can view all the users who have subscribed to the newsletter, and delete them if needed.

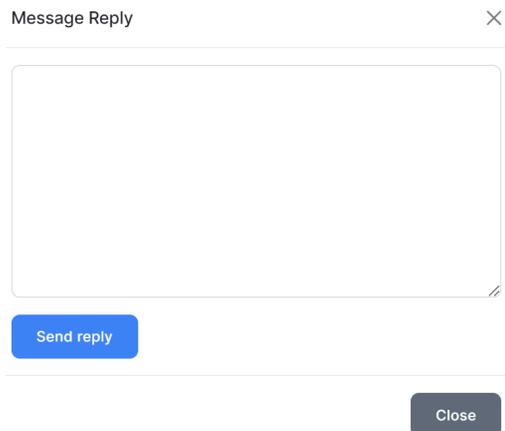
1. Login as an admin with your credentials.
2. Click on **Newsletter**, and from the drop down menu, click on **Subscribed users**.
3. You can view the list of the users who have subscribed to the newsletter, with their emails, and user statuses.
4. You can delete users by clicking on the **Action** button.
  - a. A confirmation window will pop up, click **Yes, I'm sure** if you want to proceed, otherwise click **Cancel**.

## Manage Contacts



You can view all relevant contacts and the messages inside the **Contacts** page.

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **Contacts**.
3. You can view all of the contacts, with their names, contact details, and the messages they have sent.
4. Click on the “.” button beside the contact, to **Reply to the message** or **Delete the contact**.
5. If you click on **Reply**, the following window will show up:



6. Write down your reply and click on **Send Reply**.
7. If you want to **Delete a contact**, click on **Delete**. A confirmation window will pop up, click **Confirm** if you wish to proceed, otherwise click **Cancel**.

# Administrative Controls

## System Settings

The screenshot displays the 'System Settings' page for 'Academy Learning Club'. The left sidebar includes a 'MAIN MENU' with options like Dashboard, Category, Course, Student enrollment, Payment Report, Users, Message, Newsletter, Contacts, Offline payments, and Blogs. Below it is a 'SETTINGS' section with 'System Settings' selected. The main content area is titled 'System Settings' and contains the following fields:

- Website name\***: Academy
- Website title\***: Academy Learning Club
- Website keywords**: LMS, Learning Management System, Creativeitem, Academy LMS
- Website description**: Talemy is your ideal education the WordPress theme for sharing and selling your knowledge online. Teach what you love. Talemy gives you the tools.
- Author**: Creativeitem
- Slogan\***: A course based video CMS

On the right side, there is an 'Update Product' section with a 'File' field containing 'Choose File' and 'No file chosen' buttons, and an 'Update' button below it.

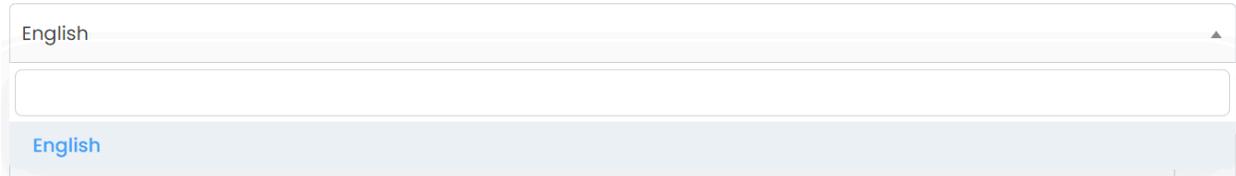
As an administrator in Academy LMS Laravel, you hold the highest level of privilege and responsibility. You have access to the Academy system settings, allowing you to update fundamental information about your application. This includes modifying essential details to ensure the smooth functioning and customization of your platform.

If you want to update system settings, Login with your credentials as an admin, choose **System Settings** from the **System Settings** drop-down menu, and follow the steps below:

1. Click on the empty field for **Website Name**.
2. Enter the name of the website.
3. Next, click on the empty field for **Website Title**.
4. Enter the title of the website.
5. Next, click on the empty field for **Keywords**, and enter some keywords relevant to your website.
6. Next, click on the empty field for **Website Description**, and enter a description about the website.
7. Next, click on the empty field for **Author**, and enter your company name/author name.
8. Next, click on the empty field for **Slogan**, and enter your slogan for the website.
9. Then, click on the empty field for **System Email**.
10. Enter a default email for the system.
11. Click on the empty field for **Address**, and enter the address of your business location.
12. Click on the field for **Phone Number**, and provide a phone number for contact.

13. Click on the field for **Youtube API Key**, and provide the youtube API key.
14. Click on the field for **Vimeo API Key**, and provide the Vimeo API key.
15. Next, click on the field for **Purchase Code**, and enter the purchase code.
16. Then, click on the field for **System Language**, and select a language from the drop down menu.

System language

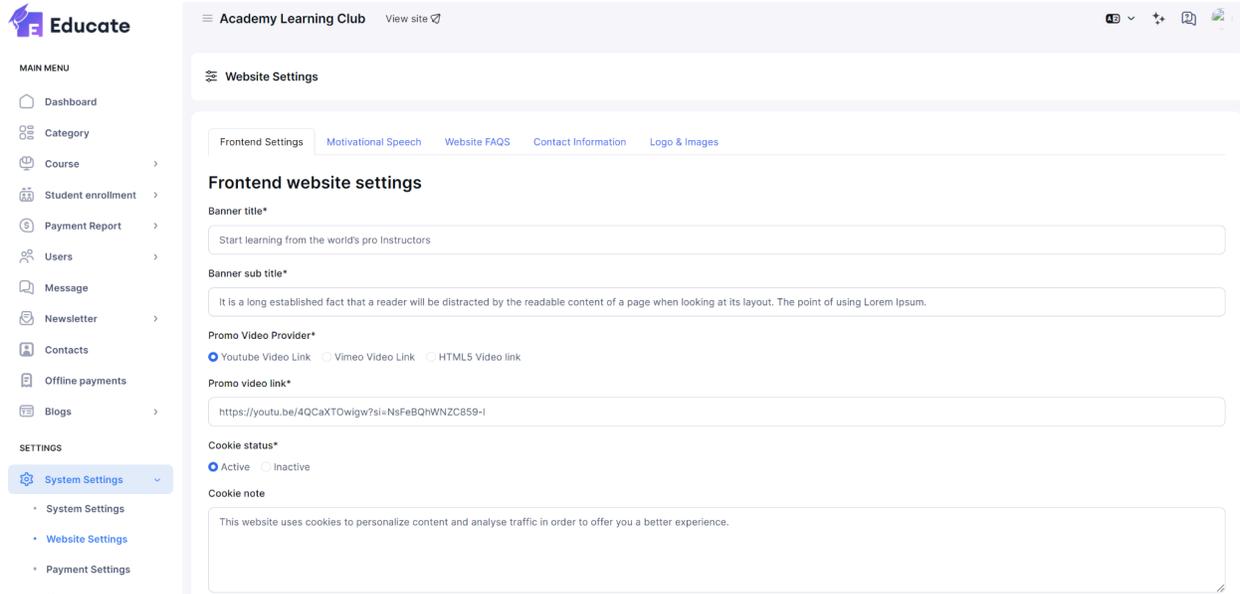
A screenshot of a web form showing a dropdown menu for 'System language'. The dropdown is currently set to 'English'. Below the dropdown is an empty text input field. The 'English' option is highlighted in a light blue bar at the bottom of the dropdown menu.

17. Click on the empty field for **Course Selling Tax** and enter the percentage of tax. You can enter 0 if you want to disable the tax option.
18. Then, Click on the empty field for **Footer Text**, and enter the text for the footer.
19. Click on **Footer Link**, and provide a link for the footer
20. Click on **Save Changes**.
21. The settings will be saved.

## Website Settings

Within the website settings panel, you can configure all aspects relevant to your website. This includes settings such as frontend settings, homepage layout, motivational speeches, website FAQs, contact information, and logo images. It is a centralized hub for managing and customizing various elements of your website to align with your preferences and requirements.

1. Login as an admin with your credentials.
2. Choose **Settings** from the left side bar and select **Website Settings**.



## Frontend Settings

In this settings option, you can easily update several key elements of your website. This includes your banner title and subtitle, manage the status and display of cookies, customize the cookie note, integrate social media links, and specify policies such as the Cookie policy, About Us section, Terms and Conditions, Privacy Policy, and Refund Policy. With these settings, you can ensure that your website reflects accurate and up-to-date information while maintaining compliance and transparency.

To configure frontend settings, follow the steps below:

1. Click on **Frontend settings**.
2. Click on the field for **Banner Title** and enter the title of the banner.
3. Next, click on the field for **Banner Subtitle** and enter the subtitle of the banner.
4. Next, click on the checkbox for **Promo Video Provider**, whether the link is a youtube video, vimeo video or HTML5 video.
5. Next, click on the field for **Promo Video Link**, and enter the link of the video.
6. Next, click on the checkbox for either Active or Inactive for the **Cookie Status**.
7. Next, click on the field for **Cookie Note** and enter a note for showing the cookie status to the users.
8. Next, provide your social media profile links for the fields of **Facebook**, **Twitter** and **Linkedin** sequentially.
9. Next, click on the field for **Cookie Policy** and enter the cookie policy description texts as you need, you can format the texts to your liking.
10. Next, click on the field for **About us** and enter a short description about your business, you can format the texts to your liking.

11. Next, click on the field for **Terms and Conditions** and enter the terms and conditions of using your website, you can format the texts to your liking.
12. Next, click on the field for **Privacy Policy** and enter the privacy policy of your website, you can format the texts to your liking.
13. Lastly, click on the field for **Refund Policy** and enter refund policy description, you can format the texts to your liking.
14. Click on **Update Settings**.
15. The frontend settings will be updated.

## Motivational Speeches

The screenshot shows the 'Motivational Speech' configuration page. On the left is a sidebar with 'System Settings' selected. The main area has a breadcrumb trail: Frontend Settings > Motivational Speech > Website FAQs > Contact Information > Logo & Images. The page title is 'Motivational Speech'. There are two instances of the form shown. The top instance has a 'Title' field with 'Jenny Murtagh' and a '+' button. Below it is a 'Designation' field with 'Graphic Design'. Then a 'Description' field with placeholder text. Below that is an 'Image' field with a 'Choose File' button and 'No file chosen' text. The bottom instance shows a 'Title' field with 'Jenny Murtagh' and a '-' button. The 'Designation' field for the bottom instance is partially visible.

You can add some motivational speeches to your website by following the steps below:

1. Click on **Motivational Speech**.
2. Next, click on the field for **Title** and enter the title of the motivational speech.
3. Next, click on the field for **Designation** and enter the designation of the motivational speech.
4. Next, click on the field for **Description** and enter the description of the motivational speech.
5. Lastly, you can add a relevant image to the motivational speech by clicking on **Choose file** under image field and upload an image from your device.
6. You can add as many speeches as you like by clicking on the **+** button.

Title

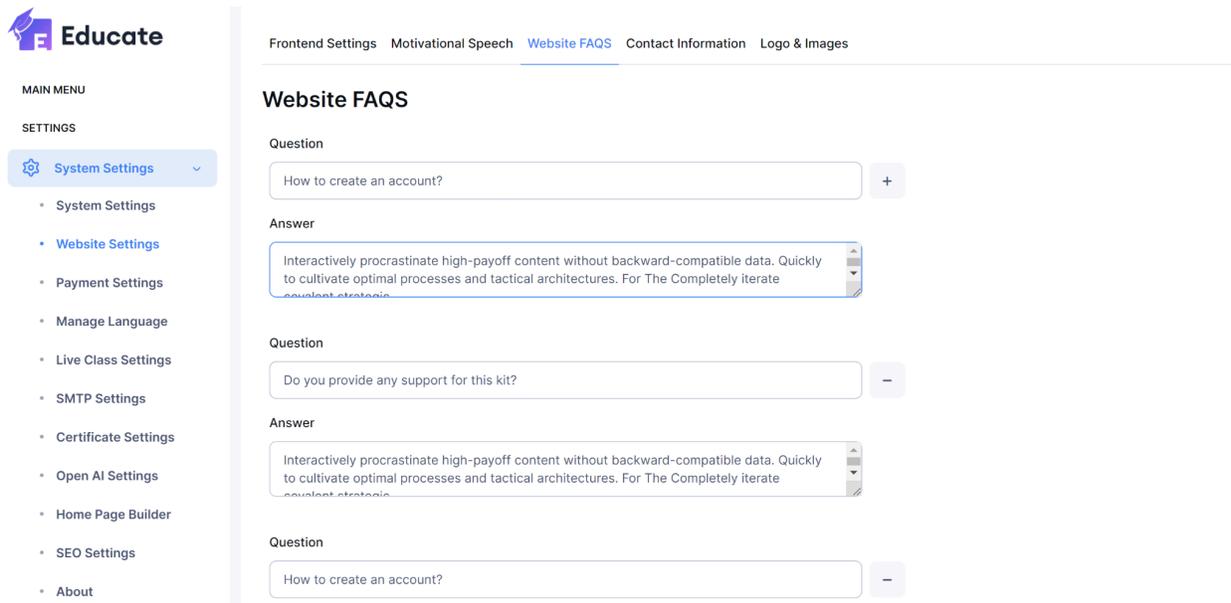
7. You can also delete additional motivational speeches by clicking on the - button beside it.

Title

8. Click on **Save changes**.
9. The motivational speeches will be added to your website.

## Website FAQs



The screenshot shows the 'Website FAQs' section of the 'Educate' website settings. On the left is a sidebar with a 'MAIN MENU' and 'SETTINGS' section. The 'SETTINGS' section includes 'System Settings' (selected), 'Website Settings', 'Payment Settings', 'Manage Language', 'Live Class Settings', 'SMTP Settings', 'Certificate Settings', 'Open AI Settings', 'Home Page Builder', 'SEO Settings', and 'About'. The main content area has a navigation bar with 'Frontend Settings', 'Motivational Speech', 'Website FAQs' (selected), 'Contact Information', and 'Logo & Images'. Below this, the 'Website FAQs' section contains three entries. Each entry has a 'Question' field and an 'Answer' field. The first entry has a '+' button to its right, while the second and third have '-' buttons. The answer fields contain placeholder text: 'Interactively procrastinate high-payoff content without backward-compatible data. Quickly to cultivate optimal processes and tactical architectures. For The Completely iterate student strategic'.

If you want to add some FAQs (Frequently Asked Questions) for the users, you can follow the steps below:

1. Click on **Website FAQs**.
2. Then, click on the field for **Question** and enter the question.
3. Next, click on the field for **Answer** and provide the answer for the question.
4. You can add as many FAQs as you like by clicking on the + button.

### Question

How to create an account? 

### Answer

Interactively procrastinate high-payoff content without backward-compatible data. Quickly to cultivate optimal processes and tactical architectures. For The Completely iterate  
evulent strategie

5. You can also delete additional motivational speeches by clicking on the - button beside it.

### Question

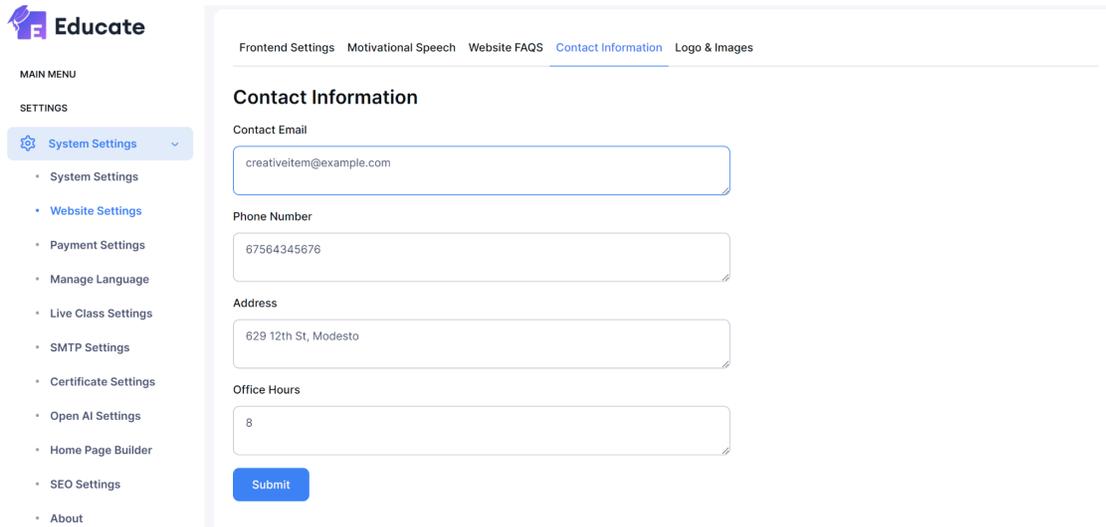
Do you provide any support for this kit? 

### Answer

Interactively procrastinate high-payoff content without backward-compatible data. Quickly to cultivate optimal processes and tactical architectures. For The Completely iterate  
evulent strategie

6. Click on **Save Changes**.
7. The FAQs will be added to your website.

## Contact Information

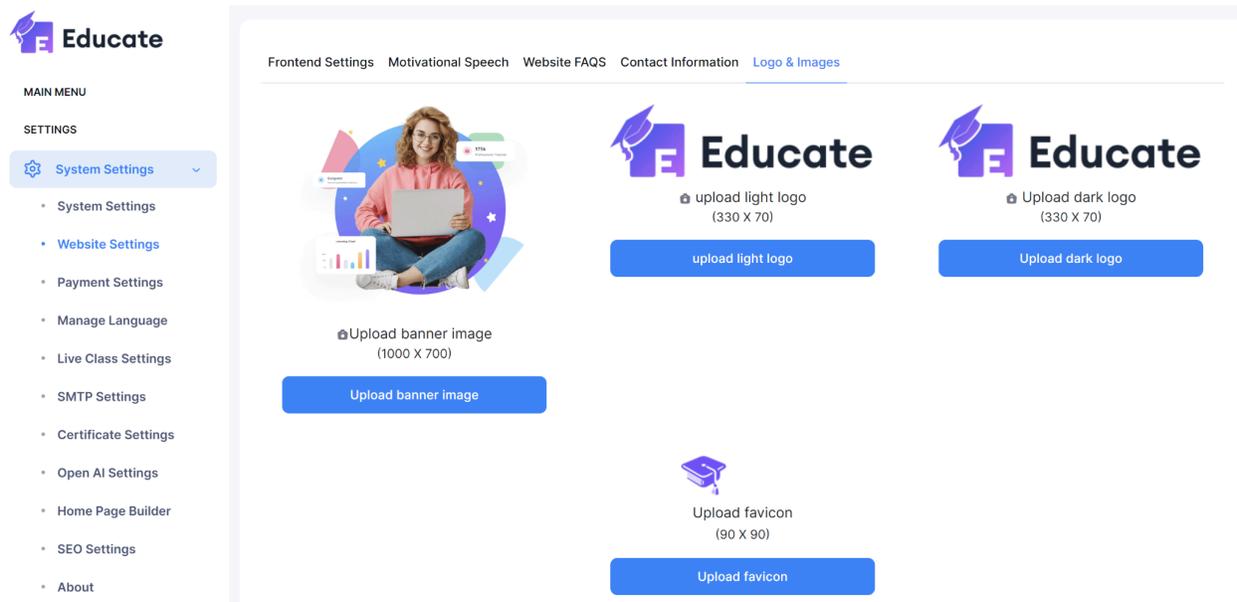


The screenshot shows the 'Educate' website settings interface. On the left is a sidebar with a 'MAIN MENU' and 'SETTINGS' sections. Under 'SETTINGS', 'System Settings' is expanded, showing a list of options: System Settings, Website Settings, Payment Settings, Manage Language, Live Class Settings, SMTP Settings, Certificate Settings, Open AI Settings, Home Page Builder, SEO Settings, and About. The main content area is titled 'Contact Information' and includes a breadcrumb trail: 'Frontend Settings > Motivational Speech > Website FAQs > Contact Information > Logo & Images'. The 'Contact Information' section contains four input fields: 'Contact Email' (with value 'creativeitem@example.com'), 'Phone Number' (with value '67564345676'), 'Address' (with value '629 12th St, Modesto'), and 'Office Hours' (with value '8'). A blue 'Submit' button is located at the bottom of the form.

You can add your contact information to the website by following the steps below:

1. Click on **Contact Information**.
2. Click on the field for **Contact Email** and enter your email.
3. Next, click on the field for **Phone Number** and enter your phone number.
4. Next, click on the field for **Address** and enter your address.
5. Lastly, click on the field for **Office Hours** and enter the number of office hours.
6. Click on **Submit**.
7. The contact information will be added to the website.

## Logo & Images



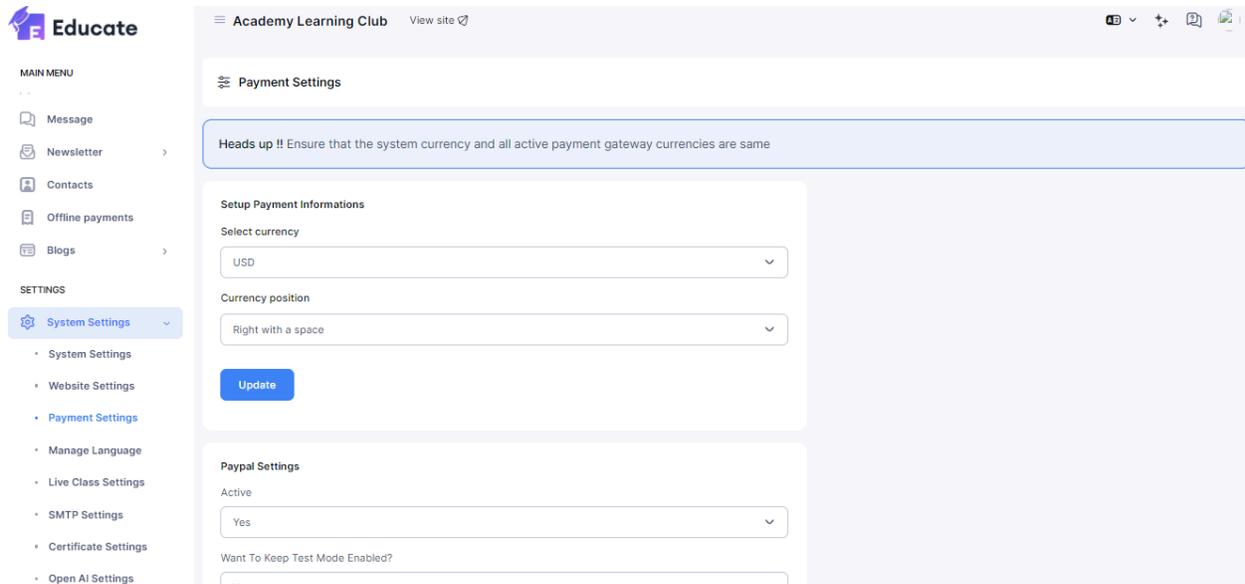
You can add your application's logo and image from this settings option easily:

1. Click on **Logo & Images**.
2. You can upload banner images, light mode logo, dark mode logo, small logo and a favicon by clicking on the respective buttons.

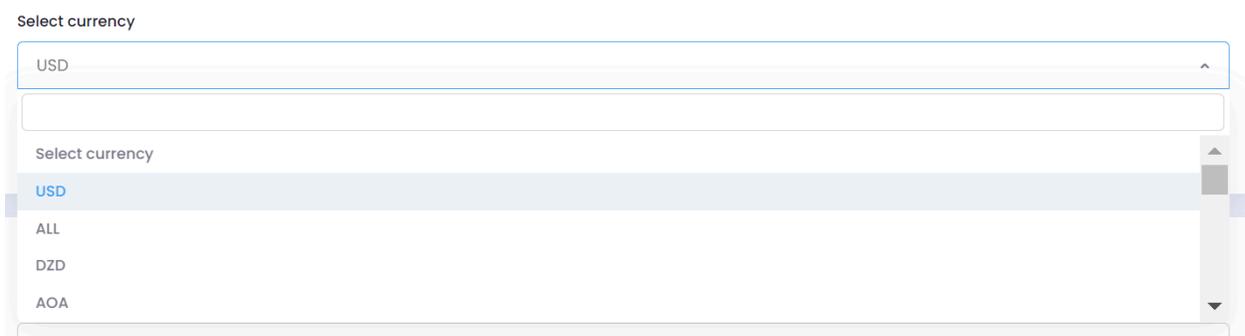
## Payment Settings

You can configure the payment settings of your website in the **Payment Settings** option. For updating the payment system, follow the steps below:

1. Login to Academy LMS Laravel with your Admin credentials.
2. Click on **Settings** and then click on **Payment Settings** from the drop down menu.



3. Firstly, you have to set up the currency of your system. Click on the field for **Select Currency**, and choose a currency from the drop-down options



4. Then, click on the field for **Currency position**, and choose how you want the formatting of the currency.

#### Currency position

Right with a space

---

Left

Right

Left with a space

Right with a space

5. Click on **Update**.
6. The currency is updated, and you can proceed with the rest of the payment settings procedure.

You can configure payment settings of the following payment gateways: Paypal, Stripe, Razorpay, Flutterwave and PayTm. To set up the payment gateways, follow the steps below:

1. To set up **Paypal Settings**, follow the steps below:

**Paypal Settings**

Active

Yes

Want To Keep Test Mode Enabled?

Yes

Select Currency

USD

Sandbox Client Id

AfGaziKslex-scL AyYdDYXNFaz2aL5qGau-SbDgE\_D2E80D3AFauLagP8e0kCq9au7W4IasmFbirUUyc

Sandbox Secret Key

EMa5pCTuOpmHkhHaCGibGhVUcKg0yt5-C3CzJw-OWJCzaXXzTlyD17SICob\_BkfM\_0Nik7TWnN42cb

Production Client Id

1234

Production Secret Key

12345

**Update Paypal setting**

- a. Click on the **Active** field and choose **Yes** or **No** for activating or deactivating the payment gateway.
  - b. Next, choose **yes** or **no** inside the field for **Want to keep test mode enabled**.
  - c. Then, click on the field for **Select Currency**, and select your preferred currency. Your system currency and payment gateway currency must be the same.
  - d. Then, click on the field for **Sandbox\_Client\_Id** and enter the **sandbox client id**.
  - e. Then, click on the field for **Sandbox\_secret\_key** and enter the **sandbox secret key**.
  - f. Then, click on the **production\_client\_id** and enter the production client id.
  - g. Lastly, click on the field for **production\_secret\_key** and enter the production secret key.
  - h. Click on **Update Paypal Settings**.
  - i. The settings will be saved.
2. To set up **Stripe Settings**, follow the steps below:

**Stripe Settings**

Active

Yes

Want To Keep Test Mode Enabled?

Yes

Select Currency

USD

Public Key

pk\_test\_c6VvBEbwhFduIFZ62q1Qrar

Secret Key

sk\_test\_9IMkiM6Ykxr1LCe2dJ3PgaxS

Public Live Key

pk\_live\_XXXXXXXXXXXXXXXXXXXXXXXXXX

Secret Live Key

sk\_live\_XXXXXXXXXXXXXXXXXXXXXXXXXX

[Update Stripe setting](#)

- a. Click on the **Active** field and choose **Yes** or **No** for activating or deactivating the payment gateway.
- b. Next, choose **yes** or **no** inside the field for **Want to keep test mode enabled**.
- c. Then, click on the field for **Select Currency**, and select your preferred currency. Your system currency and payment gateway currency must be the same.

- d. Then, click on the field for **public\_key** and enter the public key.
  - e. Next, click on the field for **Secret\_key** and enter the secret key.
  - f. Then, click on the field for **public\_live\_key** and enter the public live key.
  - g. Lastly, click on the field for **secret\_live\_key** and enter the secret live key.
  - h. Click on **Update Stripe Settings**.
  - i. The settings will be saved.
3. To setup **Razorpay**, follow the steps below:

#### Razorpay Settings

Active

Want To Keep Test Mode Enabled?

Select Currency

Public Key

Secret Key

[Update Razorpay setting](#)

- a. Click on the **Active** field and choose **Yes** or **No** for activating or deactivating the payment gateway.
  - b. Next, choose **yes** or **no** inside the field for **Want to keep test mode enabled**.
  - c. Then, click on the field for **Select Currency**, and select your preferred currency. Your system currency and payment gateway currency must be the same.
  - d. Then, click on the field for **public\_key** and enter the public key.
  - e. Next, click on the field for **Secret\_key** and enter the secret key.
  - f. Click on **Update Razorpay Settings**.
  - g. The settings will be saved.
4. To set up **Flutterwave**, follow the steps below:

### Flutterwave Settings

Active

Want To Keep Test Mode Enabled?

Select Currency

Public Key

Secret Key

Update Flutterwave setting

- a. Click on the **Active** field and choose **Yes** or **No** for activating or deactivating the payment gateway.
  - b. Next, choose **yes** or **no** inside the field for **Want to keep test mode enabled**.
  - c. Then, click on the field for **Select Currency**, and select your preferred currency. Your system currency and payment gateway currency must be the same.
  - d. Then, click on the field for **public\_key** and enter the public key.
  - e. Next, click on the field for **Secret\_key** and enter the secret key.
  - f. Click on **Update Flutterwave Settings**.
  - g. The settings will be saved.
5. To set up **PayTm**, follow the steps below:

## Paytm Settings

Active

Want To Keep Test Mode Enabled?

Select Currency

Public Key

Secret Key

Update Paytm setting

- Click on the **Active** field and choose **Yes** or **No** for activating or deactivating the payment gateway.
- Next, choose **yes** or **no** inside the field for **Want to keep test mode enabled**.
- Then, click on the field for **Select Currency**, and select your preferred currency. Your system currency and payment gateway currency must be the same.
- Then, click on the field for **public\_key** and enter the public key.
- Next, click on the field for **Secret\_key** and enter the secret key.
- Click on **Update Paytm Settings**.
- The settings will be saved.

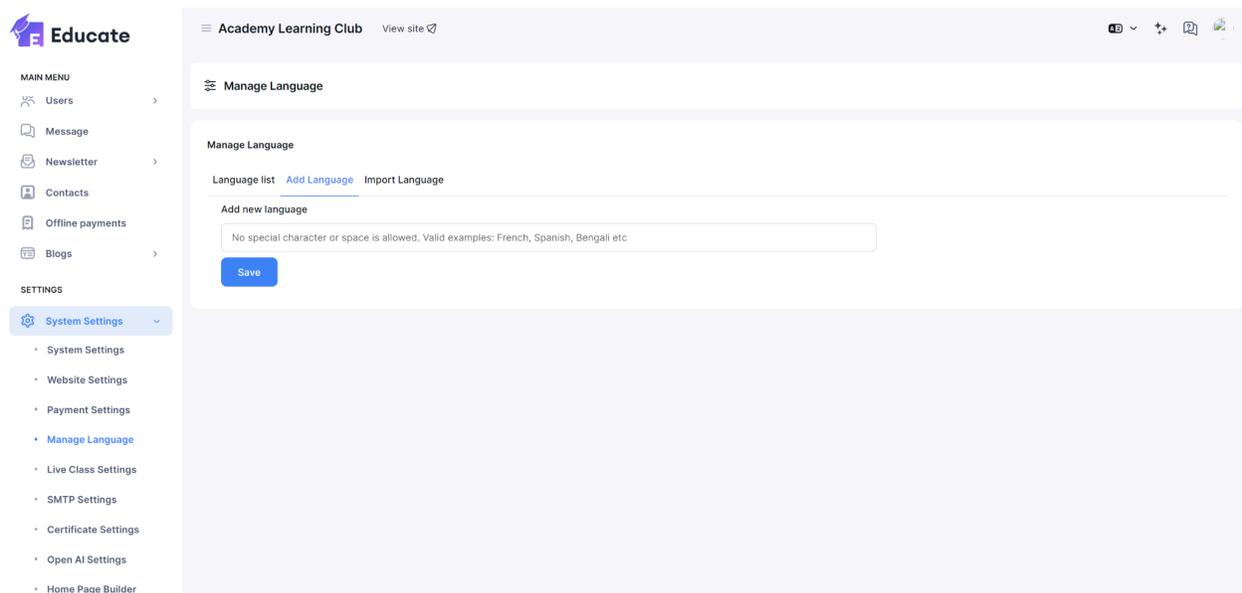
## Language Settings

The screenshot shows the 'Manage Language' interface for 'Academy Learning Club'. It features a sidebar with 'System Settings' expanded to 'Manage Language'. The main content area has a table with the following data:

Language	Direction	Option
English	<input checked="" type="radio"/> LTR <input type="radio"/> RTL	Edit phrase
Hindi	<input checked="" type="radio"/> LTR <input type="radio"/> RTL	Edit phrase Delete language
Spanish	<input checked="" type="radio"/> LTR <input type="radio"/> RTL	Edit phrase Delete language

Academy LMS Laravel offers extensive language support, allowing you to change the system language of the application whenever needed. You have the flexibility to add new languages and customize phrases within the application. Additionally, you can import or export languages as JSON files directly from the application, making language management seamless and efficient.

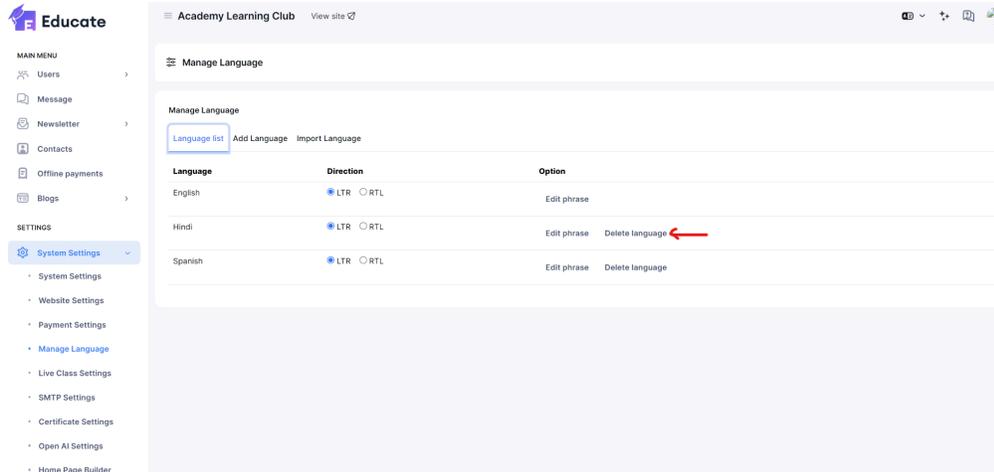
## How To Add A Language



You can add a new language to the system by following the steps below:

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **System Settings**, and then click on **Manage Language**.
3. Click on **Add Language** from the top menu.
4. Enter the new language name inside the **Add New Language** field.
5. Click on **Save**.
6. The language will be added. You can add further phrases inside the language from the language list available.

## How To Delete Language

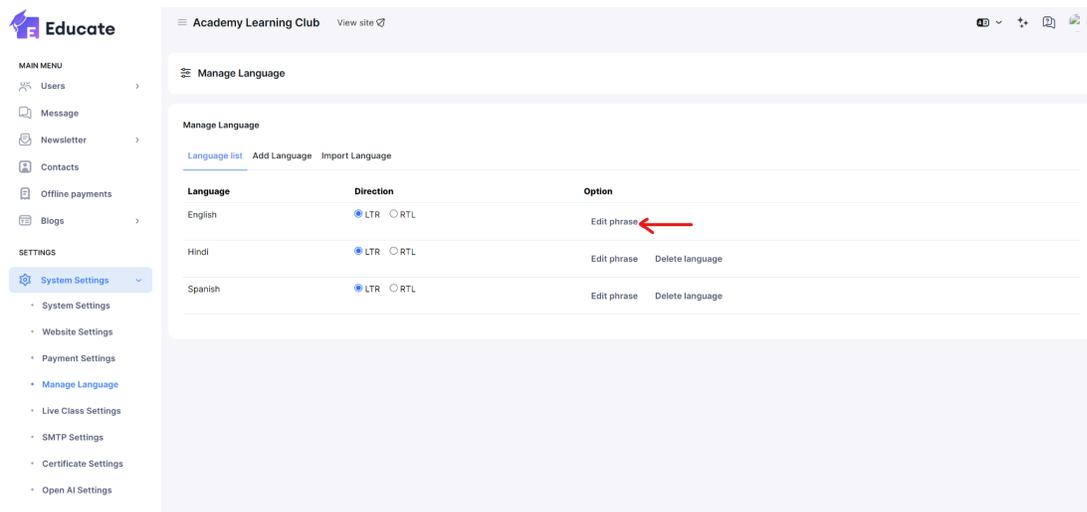


You can delete a language by following the steps below:

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **System Settings**, and then click on **Manage Language**.
3. Click on **Language List**.
4. Then, beside the language you want to delete, click on the **Delete Language** button.
5. A confirmation window will pop up, click **Confirm** if you wish to proceed, otherwise click **Cancel**.

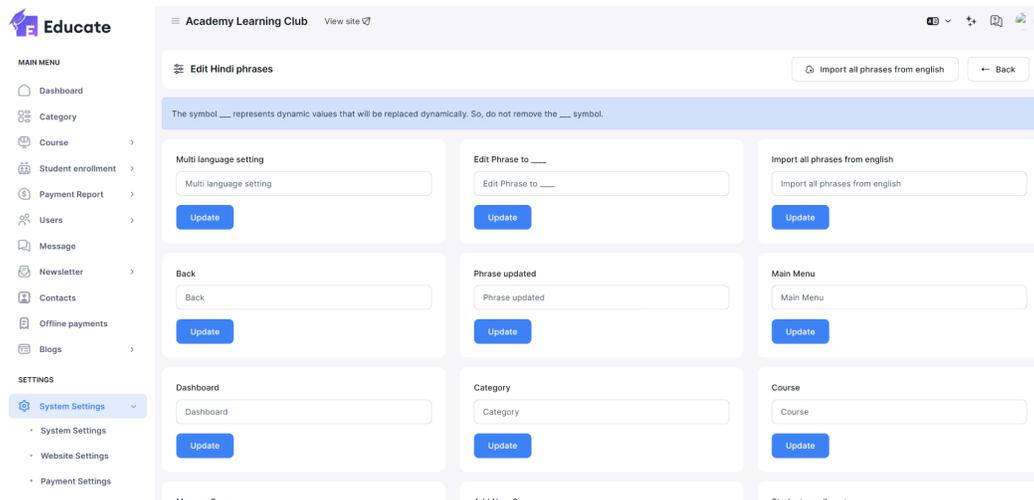
## How To Add Phrases

The default language inside the system is English. Admins can modify/update the English phrases as they wish from the **Edit Phrase** option of English.



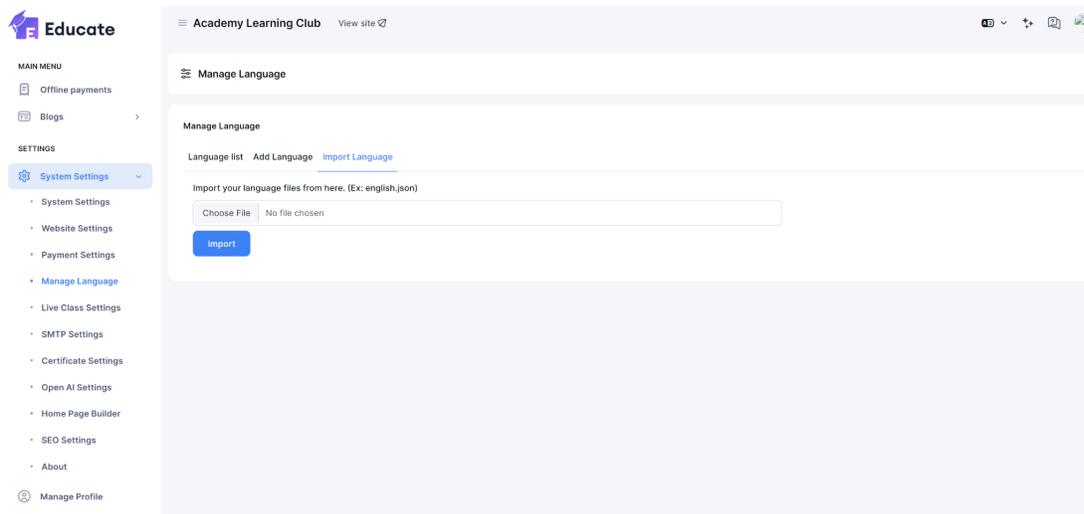
For other languages, you can add/update phrases to a language by following the steps below:

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **System Settings**, and then click on **Manage Language**.
3. Click on **Language List**.
4. Then, beside the language you want to add phrases to, click on the **Edit Phrase** button.
5. The following page will pop up.



6. Inside this page, first click on the **Import all phrases from English** button. After that, all static English texts inside the website will be imported to the language.
7. You can update any phrase to the desired language inside the respective fields. Click on **Update** after entering the phrase.
8. The phrase will be updated.

## How To Import Language Files



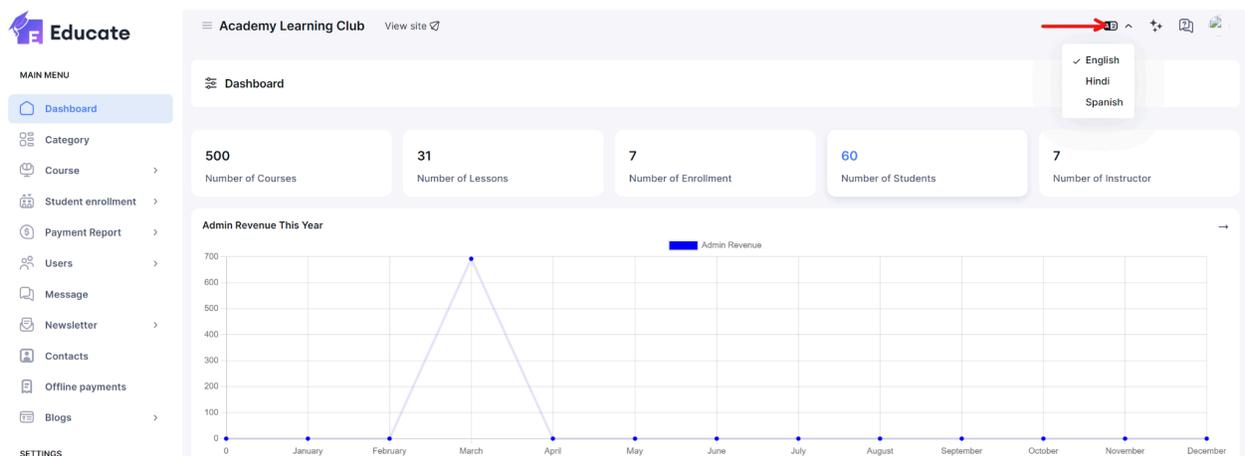
You can import a language file to your system by following the steps below:

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **System Settings**, and then click on **Manage Language**.
3. Click on **Import Language**.
4. Click on **Choose File**, and upload the language json file.
5. Click on **Import**.
6. The language file will be imported to your system.

## How To Change Website Language

To change the website language, follow the steps below:

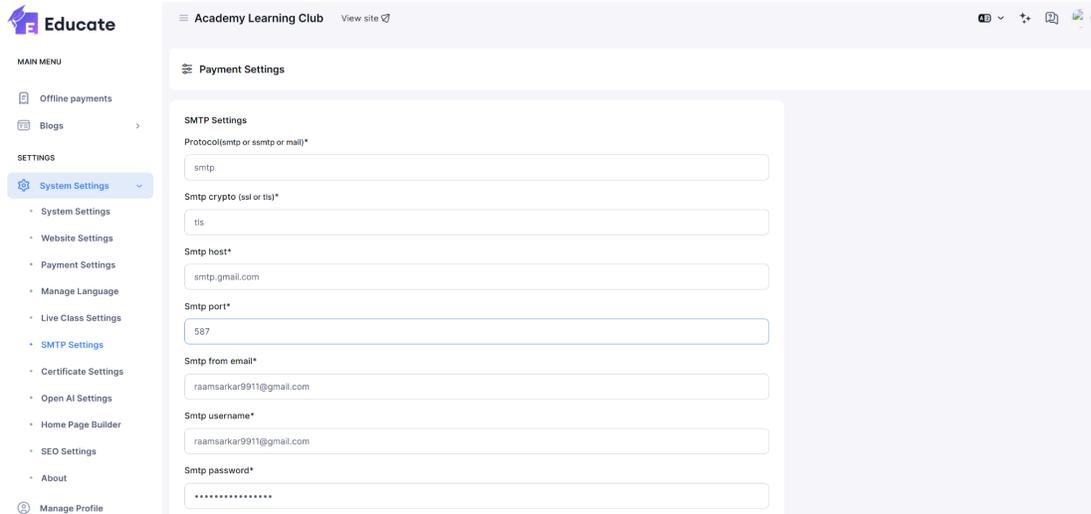
1. Login to the system using your credentials.
2. You can change language while navigating through any page inside the system.



The screenshot shows the 'Academy Learning Club' dashboard. On the left is a 'MAIN MENU' with items like Dashboard, Category, Course, Student enrollment, Payment Report, Users, Message, Newsletter, Contacts, Offline payments, and Blogs. The main content area has a 'Dashboard' title and five summary cards: '500 Number of Courses', '31 Number of Lessons', '7 Number of Enrollment', '60 Number of Students', and '7 Number of Instructor'. Below these is a line chart titled 'Admin Revenue This Year' showing a peak in March. In the top right corner, a language selection dropdown menu is open, showing 'English' (selected), 'Hindi', and 'Spanish'. A red arrow points to the language dropdown icon in the top navigation bar.

3. Click on the **Language** button from the top navigation bar, and select the language you want to translate the website into.
4. The website language will be updated.

## SMTP Settings



In this settings panel, you can configure your SMTP settings, edit your email templates, and manage system notifications.

You can set up the SMTP settings of your website by logging in as an admin, choosing **SMTP Settings** from the drop down menu of Settings, and following the steps below:

1. Click on the field for **Protocol** and enter your chosen protocol (SMTP/SSMTP/Mail).
2. Then, click on the field for **SMTP Crypto** and enter whether it is **SSL or TLS**.
3. Click on the field for **SMTP Host** and enter the SMTP Host inside the field.
4. Click on the field for **SMTP Port** and enter the SMTP port number inside the field.
5. Click on the field for **SMTP From Email** and enter the SMTP email inside the field.
6. Then, click on the field for **SMTP username** and enter the SMTP username inside the field.
7. Lastly, click on the field for **SMTP Password** and enter the SMTP password.
8. Click on **Save**.
9. The SMTP settings for your website will be saved.

## Live Class Settings

As an admin or instructor, when you want to conduct live classes, you can easily manage the configurations of live class details inside the Live Settings option.

- System Settings
- Website Settings
- Payment Settings
- Manage Language
- Live Class Settings
- SMTP Settings
- Certificate Settings
- Open AI Settings
- Home Page Builder
- SEO Settings
- About

Academy Learning Club [View site](#)

### Live Class Settings

Configure ZOOM server-to-server-oauth credentials

Account Email\*

Account ID\*

Client ID\*

Client Secret\*

Do you want to use Web SDK for your live class?\*

Yes  No

Meeting SDK Client ID\*

To configure live class settings, follow the steps below:

1. Login to Academy LMS Laravel using your credentials.
2. Click on **System Settings** and then click on **Live Class Settings**.
3. Click on the **Account email** field and enter the email associated with your live class platform Zoom.
4. Next, click on the **Account ID** and enter the ID.
5. Next, click on the **Client ID** and enter the ID.
6. Next, click on the **Client Secret** and enter the client secret ID.
7. Next, click on either **Yes** or **No** for whether you want to use Web SDK for your live class.
8. Next, click on the **Meeting SDK client ID** and enter the ID.
9. Next, click on the **Meeting SDK Client Secret** and enter the secret ID.
10. Click on **Save Changes**.
11. The live class settings will be saved.

## Home Page Builder

Create your own customized home pages in Academy LMS Laravel with the custom homepage builder feature. Easily design and manage multiple pages on the Academy LMS Laravel homepage, and choose exactly how you want the homepage to appear.

Academy Learning Club View site

Home Page Builder + Create Page

System Settings

- System Settings
- Website Settings
- Payment Settings
- Manage Language
- Live Class Settings
- SMTP Settings
- Certificate Settings
- Open AI Settings
- Home Page Builder
- SEO Settings
- About
- Manage Profile

Contact Information

#	Page Name	Status	Action
1	Home-1h	<input type="checkbox"/>	Preview Edit Layout Edit Delete
2	Home-2	<input type="checkbox"/>	Preview Edit Layout Edit Delete
3	Home new	<input type="checkbox"/>	Preview Edit Layout Edit Delete

Follow the steps below for building a custom home page:

1. Login to Academy LMS Laravel using your admin credentials.
2. Click on **System Settings** and then click on **Home Page Builder**.
3. If you want to create a new page, click on the + **Create Page** button, and provide the name of the page. Click on **Submit**.

## Create Page



### Page Name

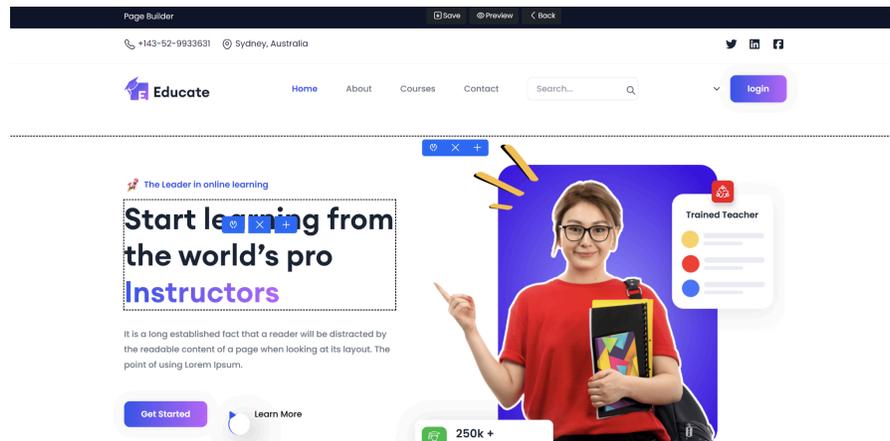
Home New

Submit

4. After you click submit, you can see the new page name inside the list with the name, status of the page (whether it is enabled or disabled), and actions you can take.

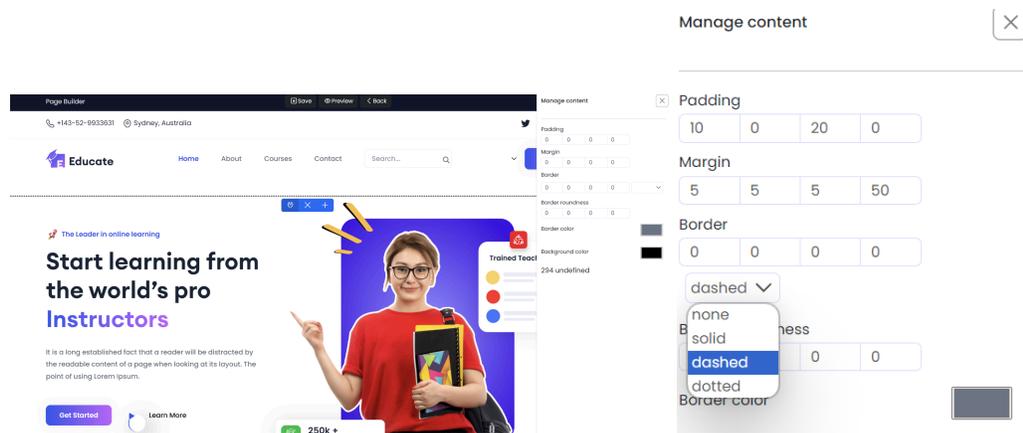
#	Page Name	Status	Action
1	Home-1h	<input type="checkbox"/>	<a href="#">Preview</a> <a href="#">Edit Layout</a> <a href="#">Edit</a> <a href="#">Delete</a>
2	Home-2	<input type="checkbox"/>	<a href="#">Preview</a> <a href="#">Edit Layout</a> <a href="#">Edit</a> <a href="#">Delete</a>
3	Home new	<input type="checkbox"/>	<a href="#">Preview</a> <a href="#">Edit Layout</a> <a href="#">Edit</a> <a href="#">Delete</a>

5. If you want to **Preview the homepage**, click on **Preview** beside the selected page layout, and it will open the current layout of the homepage of the system in a new tab.
6. If you want to **Edit the homepage layout**, click on **Edit Layout** beside the selected page layout.
  - a. You can click on any section of the homepage, and editing options for that specific section will pop up inside the blue buttons as below:

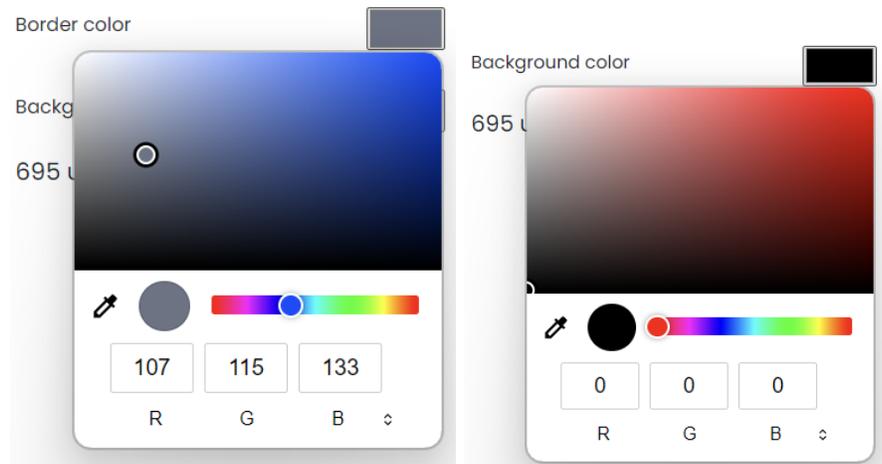


- b. Click on the **Settings** button to manage the content more in detail. A side window will pop up, where you can edit the padding, margin, border, border roundness, border color, background color.

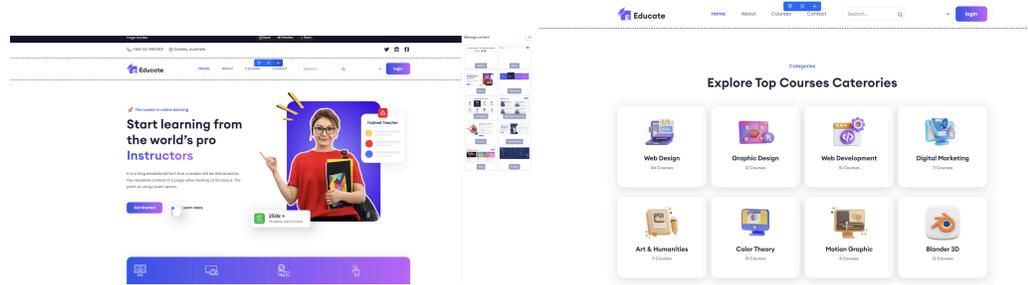




- i. The value fields are in the following order: Top, Right, Bottom, Left. You can enter the values of **Padding, Margin, Border, Border roundness** of the section manually. You can also choose the **Type of Border (Solid, Dashed, Dotted)**.



- ii. You can also choose the **Border color** and **Background color** from the color picker. Simply click on the color to open the color picker and choose your preferred color. You can drag along the picker to your preferred color shade, or you can also input the specific RGB values of the color manually.
- c. You can **Add a section** by clicking on the **+** button. After you click on **+**, the side bar will show up with sections you can add.
  - i. Click on the section that you want to add.
  - ii. It will be added below the section currently editing. An example is shown below, where a category section is added after the menu bar.



- d. You can also **Delete a section** by clicking on the **X button**.
7. You can **Drag and exchange section layouts** to rearrange the sections as you like. An example is shown below:



8. After making necessary changes, click on the **Save** button on top. You can view the changes made by clicking on the **Preview** button.



9. You can view all of the custom layouts as a list, you can also **Edit the name**, **Preview the layout**, and **Delete the Layout**.

Contact Information

#	Page Name	Status	Action
1	Home-1h	<input type="checkbox"/>	<div style="display: flex; gap: 5px;"> <div>Preview</div> <div>Edit Layout</div> <div>Edit</div> <div>Delete</div> </div>
2	Home-2	<input type="checkbox"/>	<div style="display: flex; gap: 5px;"> <div>Preview</div> <div>Edit Layout</div> <div>Edit</div> <div>Delete</div> </div>
3	Home new	<input type="checkbox"/>	<div style="display: flex; gap: 5px;"> <div>Preview</div> <div>Edit Layout</div> <div>Edit</div> <div>Delete</div> </div>

- Click on **Preview** if you want to view a preview of the layout.
- Click on **Edit** if you want to edit the name of the layout. The side window will pop up for renaming the layout. Rename and click on **Submit**.

**Edit Page** ✕

Name

Home-1h

Submit

- Click on **Delete** if you want to delete the layout. A confirmation window will pop up, click **Confirm** if you wish to proceed, otherwise click **Cancel**.
- Click on the **Toggle button** under the status column to activate a layout.

## Open AI Settings

You can configure the Open AI settings integrated inside the system by following the steps below:

The screenshot shows the 'Open AI Settings' page in the Academy Learning Club system. The sidebar menu on the left includes 'System Settings' (expanded), 'Website Settings', 'Payment Settings', 'Manage Language', 'Live Class Settings', 'SMTP Settings', 'Certificate Settings', 'Open AI Settings' (selected), 'Home Page Builder', 'SEO Settings', 'About', and 'Manage Profile'. The main content area is titled 'Open AI Settings' and contains a form with the following fields:

- Manage your open ai settings**
- Select ai model:** gpt-3.5-turbo-0125
- Max tokens:** 100
- secret key:** sk-JPYBpistrvYn0ipcBuUcT3BibkFJ8f1jGaF3SswgbDzWy3FF
- Save changes** button

- Login to Academy LMS Laravel using your credentials.
- Click on **System Settings** and then click on **Open AI settings**.

3. Click on **Select AI model** field and choose from the GPT models from the drop-down menu. If you choose GPT-4 a premium account is required.
4. Click on **Max Tokens** field and select the number of maximum tokens.
5. Click on the **Secret Key** field and enter the secret key.
6. Click on **Save Changes**.
7. The Open AI settings will be saved.

## SEO Settings

As an admin, you can configure the SEO settings of each page of the system to increase the reach of the target audience by following the steps below:

1. Login to Academy LMS Laravel as an admin using your credentials.
2. Click on **System Settings** and then click on **SEO Settings**.

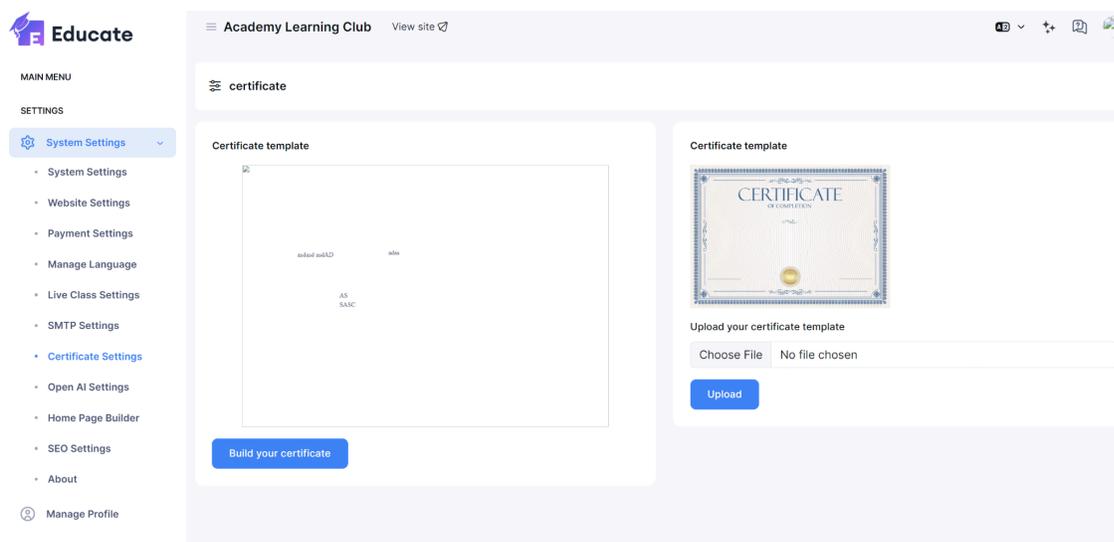
The screenshot shows the 'SEO Settings' page in the Academy LMS Admin Panel. The sidebar on the left has 'System Settings' selected, with a sub-menu showing 'SEO Settings' as the active option. The main content area is titled 'Manage SEO Settings' and lists various pages: Home, Compare, Privacy, Refund, Terms- condition, Faq, Change layout, Course Details, and Blog Details. The 'Home' page is selected. The settings for the Home page are: Meta Title (Home page), Meta Keywords (Meta keywords), Meta Description (Home page for academy Seo), Meta Robot (XXXXXX), Canonical Url (https://academy.com), and Custom Url.

3. You can click on any page (Home, Compare, Privacy, Refund, Terms-condition, FAQ, Change Layout, Course Details, Blog Details) that you would like and set up the SEO settings.
4. After selecting the page, click on the field for **Meta Title** and enter the meta title of the page.
5. Next, click on the field for **Meta Keywords** and enter some keywords related to the page.
6. Next, click on the field for **Meta Description** and enter a meta description related to the page.
7. Next, click on the field for **Meta Robot** and provide the meta robot details if any.

- Next, click on the field for **Canonical URL** and enter the url.
- Next, click on the field for **Custom URL** and enter the custom url.
- Next, click on the field for the **OG title** and enter the og title.
- Next, click on the field for the **OG Description** and enter the og description.
- Next, click on the **Choose File** button and upload an OG Image for your page.
- Next, click on the field for **Json ID** and enter the json id.
- Click on **Submit**.
- The SEO settings will be saved.

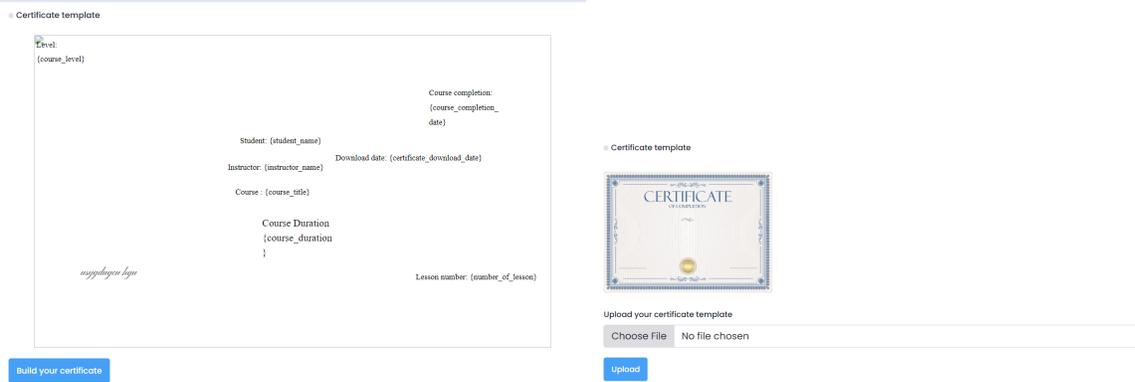
## Certificate

You can provide certificates to the students learning from your website, and building the certificate is easy with the Certificate settings available in the website settings.

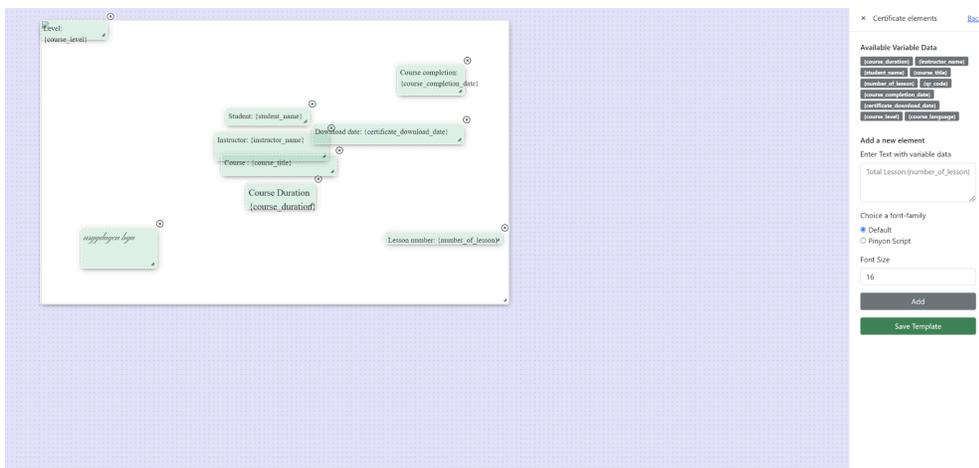


Follow the steps below to configure the certificate settings:

- Login as an admin with your credentials.
- Click on **Settings** and then click on **Certificate** from the drop down menu.
- You can either **Build Your Certificate** or **Upload a certificate template**.



4. If you want to build a certificate on your own, click on **Build Your Certificate**.
5. In the next page, the builder interface will open up, where you can add variable data, choose fonts, font sizes, and place the variables wherever you want to in the actual certificate. After editing, click on **Save**.



6. If you want to upload a template, simply click on the **Choose File** option and upload a certificate template from your device and click on **Upload**.

## About

In this settings panel, you can get complete information about your application. To know about your application, you have to navigate:

The screenshot shows the 'About This Application' settings page in the Educate admin panel. The page contains the following information:

Setting	Value	Action
Software version	1.0	
Check update		Check update
Php version	8.2.18	
Curl enable	enabled	
Purchase code	2719930f-9f8e-4712-80b2-fc7455ec59f9	
Product license		Valid
Customer support status		Renew support Expired
Support expiry date	15 Dec, 2023	
Customer name	AfricerTech	
Get customer support		Customer support @

1. Log in to the admin panel using your credentials.
2. Click on **Settings** and then click on **About** from the drop down menu.
3. You can find the following information here:
  - a. Check the current software version.
  - b. Look for a new version/update.
  - c. Check the PHP version.
  - d. Change the curl status.
  - e. See the purchase code.
  - f. Overview of the purchase code status.
  - g. Product License
  - h. Customer Support Status
  - i. Support expiry date.
  - j. Customer name.
4. You can enable the customer support by clicking on the **Customer Support** button, which will redirect you to the support page for submitting a ticket.

Get customer support  Customer support

5. You can renew customer support by clicking on the **Renew Support** button, which will redirect you to the envatomarket page of the author to renew support.

Customer support status  Renew support Expired

# Offline Payments

Academy Learning Club View site

Offline payments

Export Search

Showing 3 of 3 data

#	User	Items	Total	Issue Date	Payment info	Options
1	student3 student2@example.com	Course title 2 574\$ 572 \$	Tax : \$0 Bank : 50.00 \$	13-May-24	Phone : N/A Bank : N/A	⋮
2	student3 student2@example.com	Course title 2 574\$ 572 \$	Tax : \$0 Bank : 50.00 \$	13-May-24	Phone : N/A Bank : N/A	⋮
3	student3 student2@example.com	Course title 2 574\$ 572 \$	Tax : \$0 Bank : 50.00 \$	13-May-24	Phone : N/A Bank : N/A	⋮

Showing 3 of 3 data

The offline payment page will show all the necessary payment details of the student. You can accept or decline the payment from the system, and even download a print of the receipt.

1. Login to Academy LMS Laravel using your admin credentials.
2. Click on **Offline Payments** from the left side bar, and you will see the details of the payments made online, with the user name, items purchased, total price, issue date, and payment information.
3. You can **Export the payments** as a pdf or a print by clicking on the **Export** button.
4. You can take necessary actions on the payments by clicking on the “⋮” button under the **Options** column.

Export Search

Showing 2 of 2 data

#	User	Items	Total	Issue Date	Payment info	Options
1	student3 student2@example.com	Course title 2 574\$ 572 \$	Tax : \$0 Bank : 50.00 \$	13-May-24	Phone : N/A Bank : N/A	⋮
2	student3 student2@example.com	Course title 2 574\$ 572 \$	Tax : \$0 Bank : 50.00 \$	13-May-24	Phone : N/A Bank : N/A	⋮

Showing 2 of 2 data

Download  
Accept  
Decline

- a. If you want to download an individual receipt of the payment, click on **Download**.
- b. If you want to accept the payment, click on **Accept**.

- c. If you want to decline the payment, click on **Decline**. Admin can suspend the invalid requests by Decline option

## Manage All Users

### Manage Admins

As a super-admin, you can add new admins and have administrative control over other admins. Read the **Multi-Admin** section of this article to learn more.

### Manage Instructors

You can add new instructors, handle their payouts and manage other details as an admin of the system.

#### Add New Instructor

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **Users** from the left navigation bar, and from the drop-down menu choose **Add New Instructor**.

The screenshot shows the 'Create Instructor' form in the Educate Academy Learning Club dashboard. The form is titled 'Create Instructor' and has a 'Back' button in the top right corner. The form is divided into several sections:

- Instructor Info**: This section contains a 'Basic' tab (selected) and a 'Name \*' field.
- Login Credentials**: This section contains a 'Biography' field.
- Payment Information**: This section contains a 'Phone' field.
- Social Links**: This section contains an 'Address' field.
- User image**: This section contains a 'User image' field with a 'Choose File' button and 'No file chosen' text.

At the bottom of the form, there is a 'Create Admin' button.

3. An instructor creation form will open up in the window.
4. For filling up the basic information, follow the steps below:
  - a. Click on the empty field for **Name** and enter the name of the instructor.
  - b. Next, click on the empty field for **Biography** and provide some biography details about the instructor.
  - c. Next, click on the empty field for **Phone** and add the phone number of the instructor.
  - d. Next, click on the empty field for **Address** and add the address of the instructor.
  - e. Next, click on the **Choose File** button and upload a **User image** of the instructor from your device.
  - f. Next, you have to fill up the login credentials form.
5. For filling up the login information, follow the steps below:

Instructor Info

- Basic
- Login Credentials**
- Payment Information
- Social Links

Email \*

Password \*

Create Admin

- a. Click on **Login Credentials**.
  - b. Then inside the form, click on the empty field for **Email**, and provide the email of the instructor to be added.
  - c. Next, input the password for the new instructor to log in.
  - d. Next, you have to fill up the payment information form.
6. For filling up the Payment Information form, follow the steps below:

Instructor Info

- Basic
- Login Credentials
- Payment Information**
- Social Links

Paypal

Sandbox Client Id

Sandbox Secret Key

Production Client Id

Production Secret Key

Stripe

Public Key

Secret Key

Public Live Key

Secret Live Key

Razorpay

Public Key

Secret Key

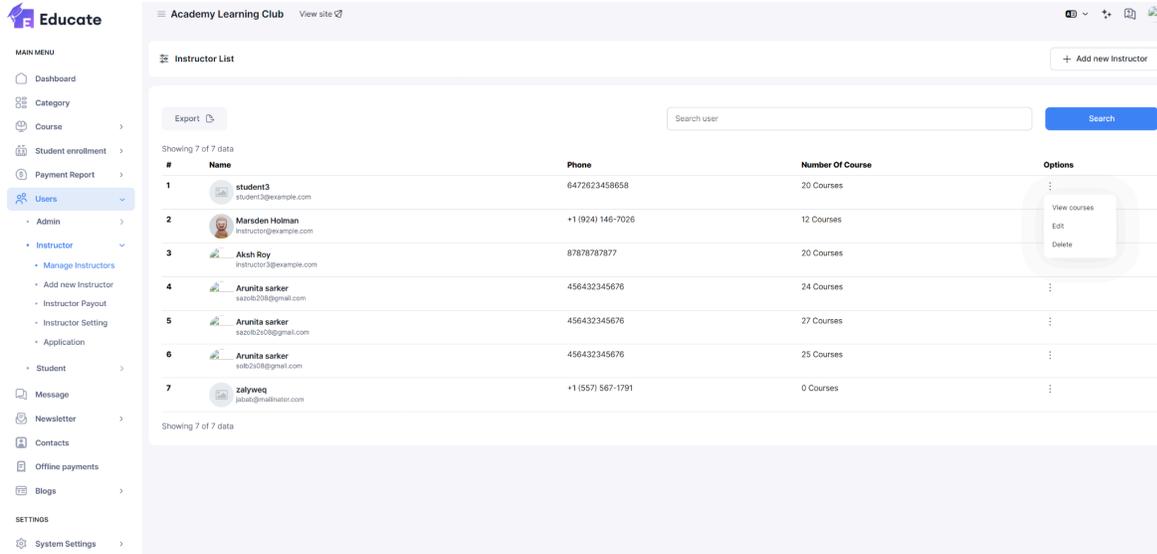
- a. Click on **Payment Information**.
  - b. The available payment methods are Paypal, Stripe, Razorpay, Flutterwave and Paytm. You can provide any of the payment method details.
  - c. For Paypal, provide:
    - i. Sandbox client Id
    - ii. Sandbox Secret Key
    - iii. Production Client Id
    - iv. Production Secret Key
  - d. For Stripe, provide:
    - i. Public Key
    - ii. Secret Key
    - iii. Public Live Key
    - iv. Secret Live Key
  - e. For Razorpay, provide:
    - i. Public Key
    - ii. Secret Key
  - f. For PayTm, provide:
    - i. Public Key
    - ii. Secret Key
  - g. Next, you can fill up the details for Social Links.
7. For filling out the Social Links form, follow the steps below:

The screenshot shows a form titled 'Instructor Info' with a sidebar menu on the left containing: Basic, Login Credentials, Payment Information, and Social Links (which is highlighted in blue). The main area has three rows, each with a label and an empty input field: Facebook, Twitter, and LinkedIn. Below the input fields is a blue button labeled 'Create Admin'.

- a. Click on **Social Links**.
  - b. Click on the empty field for **Facebook** and provide the facebook profile link.
  - c. Next, click on the empty field for **Twitter** and provide the twitter profile link.
  - d. Next, click on the empty field for **LinkedIn** and provide the linkedin profile link.
8. Click on **Create Instructor**.
9. The instructor will be created.

## Manage Instructors

Admins can view all details of the instructors inside the **Manage Instructors** page.



1. Login to Academy LMS Laravel using your credentials.
2. Click on **Users -> Instructor -> Manage Instructor**.
3. You can view the list of instructors with their names, phone numbers, and the number of courses each instructor has.
4. Click on the “.” button under the options column to take more actions.
5. If you click on **View Courses**, all courses that the instructor has will show up in the next window.

Showing 12 of 12 data

#	Title	Category	Lesson & Section	Enrolled Student	Status	Price	Options
1	Course title 25 Instructor: Marsden Holman Email: instructor@example.com	Child title676	Lesson: 0 Section: 1	Enrollments: 0	<input type="checkbox"/>	Free	
2	Course title 65 Instructor: Marsden Holman Email: instructor@example.com	Child title34	Lesson: 0 Section: 0	Enrollments: 0	<input type="checkbox"/>	Free	
3	Course title 105 Instructor: Marsden Holman Email: instructor@example.com	Child title411	Lesson: 0 Section: 0	Enrollments: 0	<input checked="" type="checkbox"/>	639 \$	
4	Course title 173 Instructor: Marsden Holman Email: instructor@example.com	Child title1011	Lesson: 0 Section: 0	Enrollments: 0	<input checked="" type="checkbox"/>	703 \$	
5	Course title 179 Instructor: Marsden Holman Email: instructor@example.com	Child title212	Lesson: 0 Section: 0	Enrollments: 0	<input checked="" type="checkbox"/>	781 \$	
6	Course title 200 Instructor: Marsden Holman Email: instructor@example.com	Child title43	Lesson: 0 Section: 0	Enrollments: 0	<input type="checkbox"/>	Free	
7	Course title 242 Instructor: Marsden Holman Email: instructor@example.com	Child title16	Lesson: 0 Section: 0	Enrollments: 0	<input checked="" type="checkbox"/>	553 \$	

6. If you click on **Edit**, the edit instructor form will pop up. Edit the information required following the **Add Instructor** section, and save the changes.

**Edit Instructor**

**Instructor Info**

- Basic** (selected)
- Login Credentials
- Payment Information
- Social Links

Name \*

Biography

Phone

Address

User image  No file chosen

7. If you click on **Delete**, a confirmation window will pop up for deleting the instructor. Click **Confirm** if you wish to proceed, otherwise click **Cancel**.

## Instructor Payout

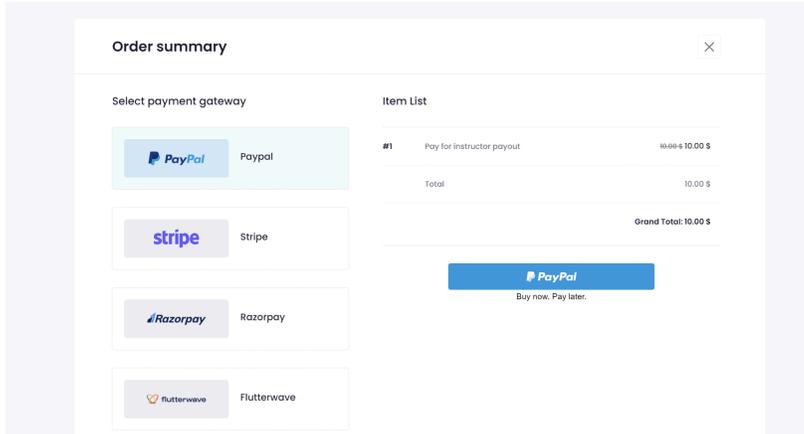
The screenshot shows the 'Instructor Payout' page in the Educate Academy Learning Club. The sidebar menu on the left includes 'Users' which is expanded to show 'Admin', 'Instructor', and 'Student'. Under 'Instructor', there are options for 'Manage Instructors', 'Add new Instructor', 'Instructor Payout', 'Instructor Setting', and 'Application'. The main content area has a header 'Academy Learning Club' and a 'View site' link. Below the header, there are tabs for 'Pending payouts' and 'Completed payouts'. An 'Export' button and a date range filter (03/01/2024 - 04/30/2024) are visible. The table shows two rows of data for 'Aksh Roy' with a payout amount of 10 \$ and a payout date of Tue, 28 Nov 2023. A 'Pay' button is present for each row. A total of 20 \$ is shown at the bottom of the table.

#	Name	Payout amount	Payout date	Option
1	Aksh Roy instructor3@example.com	10 \$	Tue, 28 Nov 2023	Pay
2	Aksh Roy instructor3@example.com	10 \$	Tue, 28 Nov 2023	Pay
		<b>Total : 20 \$</b>		

Admin has the full control over releasing payouts to instructors, as they will earn a share of the admin revenue from the system itself.

To release payments to instructors as an admin, follow the steps below:

1. Login to Academy LMS Laravel using your credentials.
2. Click on **Users**, and then click on **Instructor Payout**.
3. The page will show both options for viewing the pending payouts and completed payouts.
4. If you click on **Pending payouts**, the pending payout list will be shown:
  - a. The list will show the names of the instructors, payout amount, and payout date.
  - b. If you want to release the payout, click on the **Pay** button under the **Option** column for the selected row
  - c. It will redirect you to the payment page.



- d. Choose your selected payment gateway and proceed to payment.
  - e. After payment completion, the payment record will move to the completed payouts automatically.
  - f. You can **Export the payout records** as a pdf or printed copy, by clicking on the **Export button**.
5. If you click on **Completed payouts**, the completed payout records will be shown.

Pending payouts [Completed payouts](#)

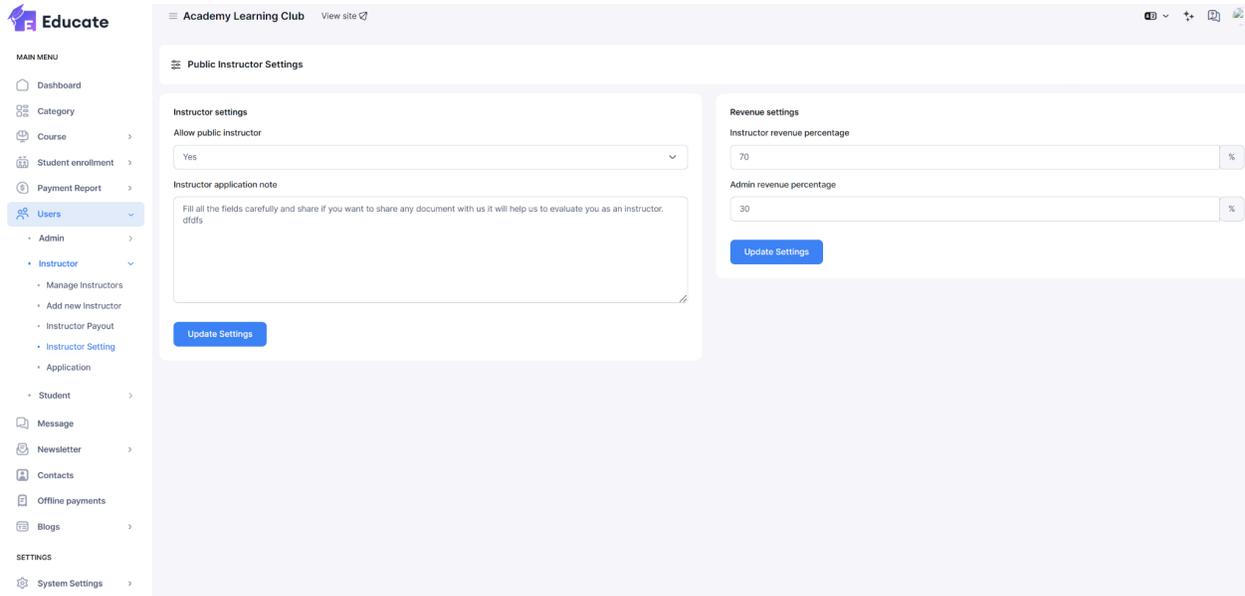
Export  Filter

Showing 1 of 1 data

#	Name	Payout amount	Payment type	Payout date
1	Aksh Roy instructor3@example.com	10 \$	Paid	Mon, 27 Nov 2023
		<b>Total : 10 \$</b>		

- a. You can view all the completed payouts with the name of the instructors, payout amount, payment type, and the date of the payout.
- b. You can filter the results according to the payout date.

## Instructor Setting

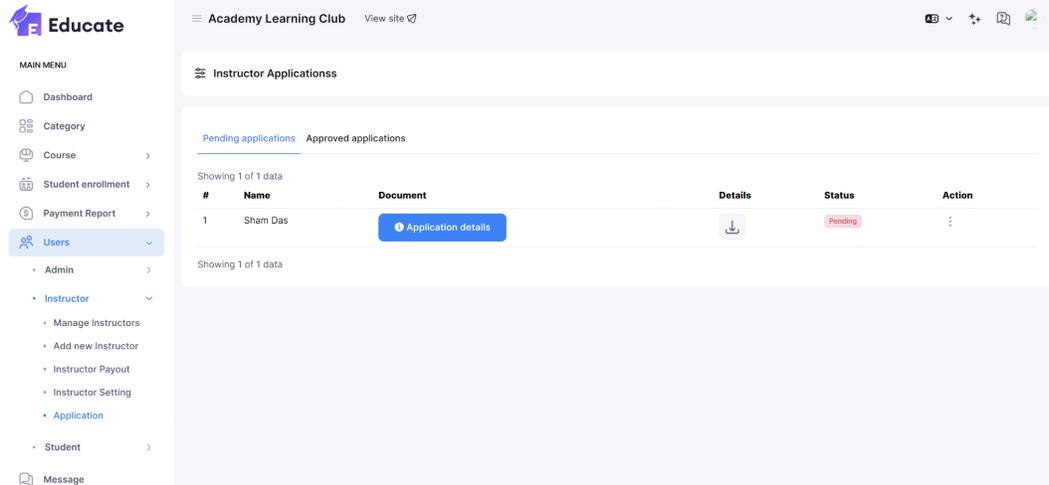


You can configure additional instructor settings from the **Instructor Settings** option.

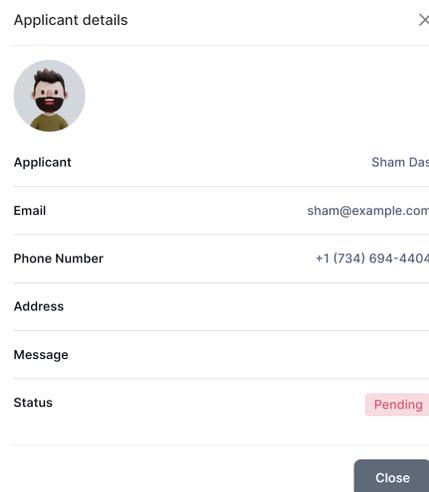
1. Login to Academy LMS Laravel with your admin credentials.
2. Click on **Users** and then **Instructor Settings**.
3. If you want to edit **Public instructor settings**, follow the steps below:
  - a. Click on the field for **Allow Public Instructor**. If you want to allow public instructors in your website, click **Yes**, otherwise click **No**.
  - b. Next, click on the field for **Instructor Application Note** and add any message to the instructor.
  - c. Click on **Update Settings**.
  - d. The settings will be updated.
4. If you want to edit **Revenue Settings**, follow the steps below:
  - a. Click on the field for **Instructor Revenue Percentage** and add a suitable percentage of earnings that will be allocated for the instructor.
  - b. The field for **Admin Revenue Percentage** will be adjusted accordingly.
  - c. Click on **Update Settings**.
  - d. The settings will be updated.

## Instructor Applications

As an admin, you can view all the instructor applications in one place, and manage the details of the instructors.

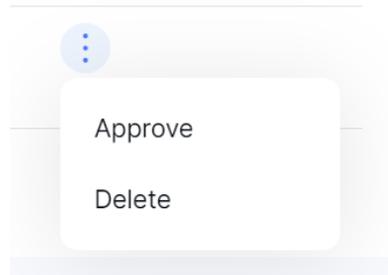


1. Login to Academy LMS Laravel using your admin credentials,
2. Click on **Instructor**, and then click on **Application**.
3. If you want to manage **Pending Applications**, follow the steps below:
  - a. Click on **Pending Applications**.
  - b. The pending applications will be listed with the instructor names, application details document, a download option for the document, status of application.
  - c. If you click on **Application Details**, the instructor application details will show up in the window.



- d. If you click on the **Download Button**, you can download the details of the instructor.
- e. You can either **Approve the application**, or **delete the application**, by clicking on the **Action** button.

## Action



- f. If you click on **Approve**, the application will be approved and moved to the **Approved Applications** page.
  - g. If you click on **Delete**, a confirmation window will pop up for deleting the application. Click **Confirm** if you wish to proceed, otherwise click **Cancel**.
4. If you want to manage **Approved applications**, follow the steps below:

Pending applications [Approved applications](#)

Showing 1 of 1 data

#	Name	Document	Details	Status
1	Sonjoy paul222	<a href="#">Application details</a>	<a href="#">Download</a>	Approved

Showing 1 of 1 data

- a. You can view all the approved applications with the instructor's name, document with application details, a download option for the details, and a status column.
- b. If you want to download the details of an instructor, simply click on **download**.

## Manage Students

You can add new students manually, and manage other details as an admin of the system.

### Add A New Student

The screenshot shows the 'Create Student' form in the Academy Learning Club system. The form is organized into three main sections: 'Basic', 'Login Credentials', and 'Social Links'. The 'Basic' section contains input fields for Name, Biography, Phone, and Address, along with a 'Choose File' button for the User image. The 'Login Credentials' section has fields for Email and Password. The 'Social Links' section includes fields for Facebook, Twitter, and LinkedIn. A 'Create Student' button is positioned at the bottom of the form. The left sidebar shows a navigation menu with 'Users' selected, and 'Add new Student' is visible under the 'Student' sub-menu.

1. Login to Academy LMS Laravel as an admin using your credentials.
2. Click on **Users** and then click on **Add new student** from the drop down menu.
3. For filling up the basic information, follow the steps below:
  - a. Click on the empty field for Name and enter the name of the student.
  - b. Next, click on the empty field for Biography and provide some biography details about the student.
  - c. Next, click on the empty field for Phone and add the phone number of the student.
  - d. Next, click on the empty field for Address and add the address of the student.
  - e. Next, click on the Choose File button and upload a User image of the student from your device.
  - f. Next, you have to fill up the login credentials form.
4. For filling up the login information, follow the steps below:
  - a. Click on **Login Credentials**.
  - b. Then inside the form, click on the empty field for **Email**, and provide the email of the student to be added.
  - c. Next, input the password for the new student to log in.
  - d. Next, you have to fill up the payment information form.
5. For filling out the social links form, follow the steps below:
  - a. Click on Social Links.
  - b. Click on the empty field for Facebook and provide the facebook profile link.
  - c. Next, click on the empty field for Twitter and provide the twitter profile link.
  - d. Next, click on the empty field for LinkedIn and provide the linkedin profile link.
6. Click on Create Student.
7. The student will be created.

## Manage Student Details

The screenshot shows the 'Academy Learning Club' dashboard. The sidebar menu on the left includes 'Dashboard', 'Category', 'Course', 'Student enrollment', 'Payment Report', 'Users', 'Admin', 'Instructor', 'Student', 'Manage Students', 'Add new Student', 'Message', 'Newsletter', and 'Contacts'. The 'Users' section is expanded, and 'Manage Students' is selected. The main content area displays the 'Student List' page with a search bar and an 'Add new Student' button. Below the search bar is an 'Export' button and a search input field. The table shows 10 of 60 data entries with columns for '#', 'Name', 'Phone', 'Number Of Course', and 'Options'.

#	Name	Phone	Number Of Course	Options
1	student3 student2@example.com	6472623458658	17 Courses	⋮
2	student3 student@example.com	6472623458658	21 Courses	⋮
3	Mohona apondass280@example.com	4179068745	19 Courses	⋮
4	Sham Das sham.creativeitem@gmail.com	4179068745	15 Courses	⋮
5	Mohona apondass280@example.com	4179068745	19 Courses	⋮
6	Apon shama.creativeitem@gmail.com		25 Courses	⋮
7	Mohona aposs280@example.com	4179068745	15 Courses	⋮

Admins can further view all students' details, and edit their information if required from the **Manage students** page.

1. Login to Academy LMS Laravel using your admin credentials.
2. Click on **Users->Student->Manage Students**.
3. You can view the students list with their names, phone numbers, number of courses that they are enrolled in.
4. You can click on the “⋮” button under the **Options** column to **Edit the student information**, or **Delete the student**.

Showing 10 of 60 data

#	Name	Phone	Number Of Course	Options
1	student3 student2@example.com	6472623458658	17 Courses	⋮
2	student3 student@example.com	6472623458658	21 Courses	⋮
3	Mohona	4179068745	19 Courses	⋮

- a. If you click on **Edit**, the following window will pop up. Edit the information required and click on the **Update Student** button.

Student Info

Basic

Name \*

Login Credentials

Biography

Social Links

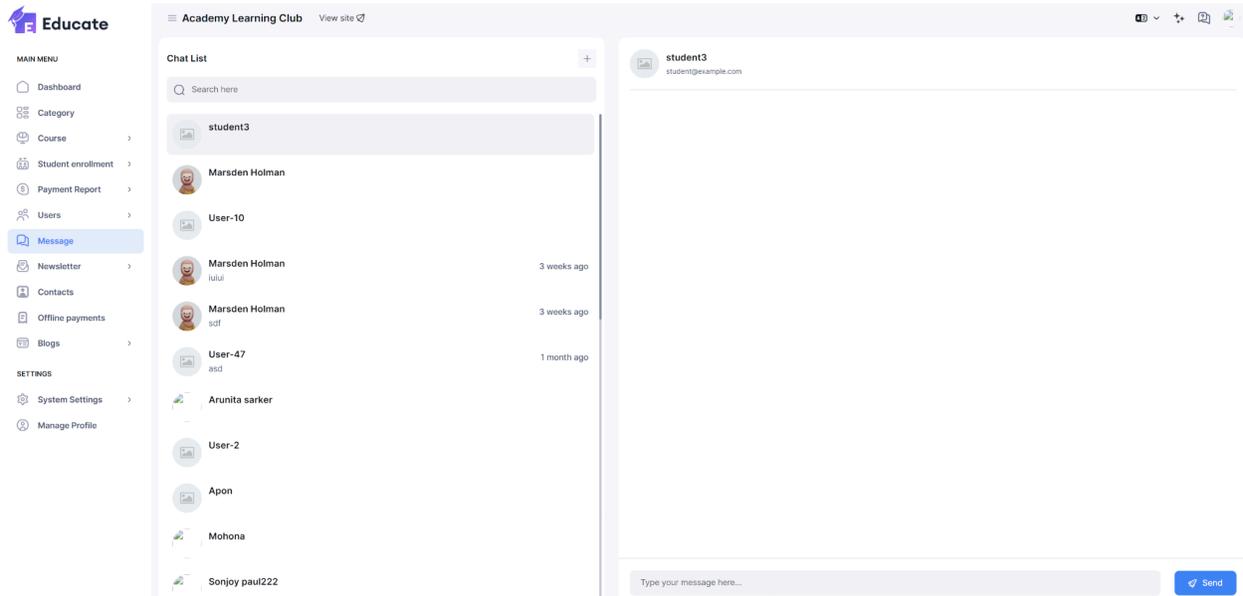
Phone

Address

User image  No file chosen

- b. If you click on **Delete**, a confirmation window will pop up. Click **Confirm** if you wish to proceed, otherwise click **Cancel**.

## Message Other Users



Admins can message other users by following the steps below:

1. Login to Academy LMS Laravel using your credentials.
2. Click on **Message**.
3. A chat list will pop up with available users to chat. You can select a user, or search for a specific user using the search bar.
4. Inside the messaging interface on the right side of the screen, you can exchange private messages with the user.

## Earning From Course Selling

### Course Selling Report

In Academy LMS Laravel, both admins and instructors have the opportunity to generate revenue by selling courses.

As an admin, when you create and sell a course, you retain the total revenue without any revenue sharing obligations. You can easily withdraw your earnings through any preferred payment gateway.

On the other hand, if you're allowing external instructors in your website, the instructors are required to share a percentage of the revenue with the admin, which can be set by the admin in the "**Instructor Settings**" section. Upon selling a course, an instructor can request withdrawal of their portion of the revenue from the admin. Once approved, they can conveniently withdraw their earnings via any suitable payment gateway.

## Instructor Permission

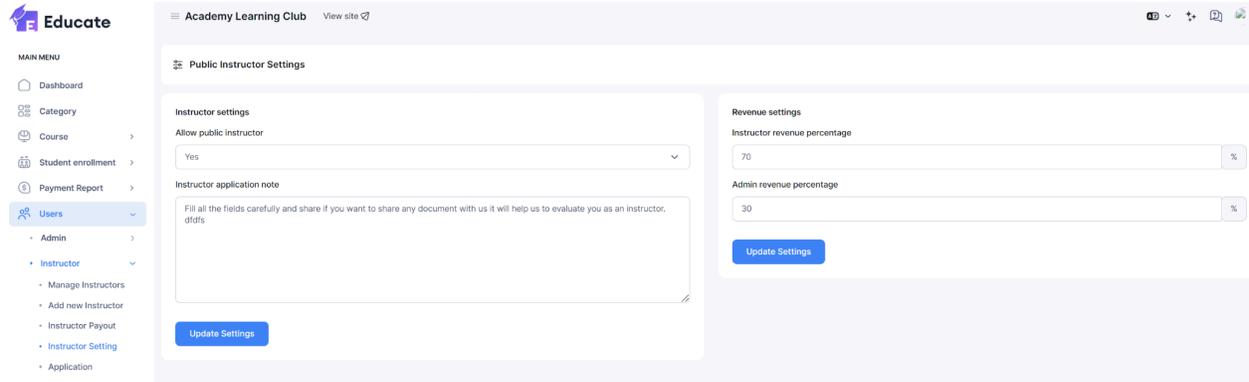
In Academy LMS Laravel, you have the option to onboard multiple instructors, enabling them to sell their courses within your application. As the platform owner, you can earn commission from the courses sold by these instructors. Additionally, users can also request to become instructors directly from the login page, providing a seamless pathway for expanding your instructor base.

Only the admin holds the authority to approve instructors within the system through the admin panel. Simply follow the steps outlined in the earlier section titled "**Instructor Application**" to grant permission to pending instructor requests.

To request to become an instructor, you can follow the steps mentioned under the **Instructor Panel** later in this article.

## Instructor Revenue Sharing

In Academy LMS Laravel, instructors can monetize their expertise by creating and selling courses based on their skills. However, it's essential to note that instructors are required to share a portion of the course revenue with the admin. Admins have the flexibility to manage the commission percentage directly from the control panel.



To learn more about the revenue sharing process for instructors as an admin, refer to the steps outlined in the earlier section covering the **Instructor Settings** option in the article.

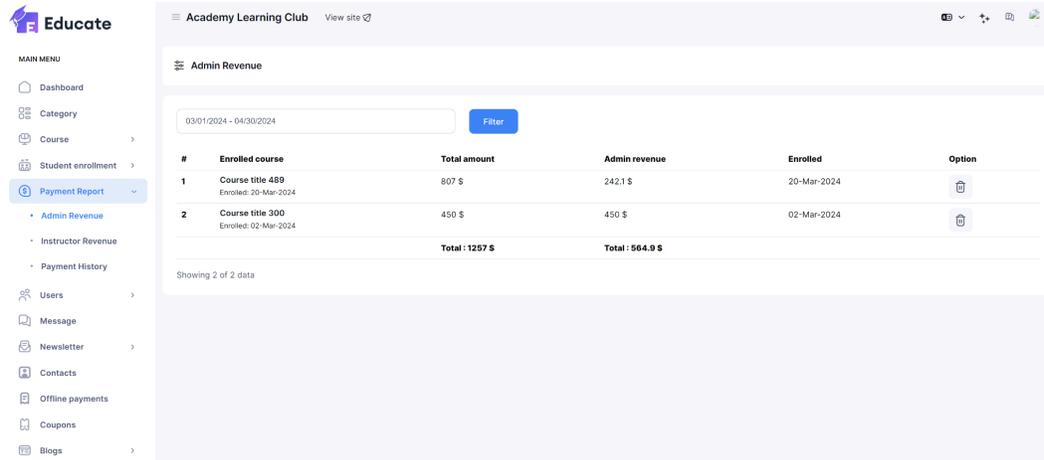
## Instructor Payout Processing

An instructor can make revenue by selling the course but has to share revenue with the admin. An instructor can not withdraw the revenue without notifying the admin. For more information on instructor payout processing, check out the **Instructor Panel** later in this article.

## Analyze Revenue Reports

As an admin, you can view all payment reports and revenues of admin, instructors and more. You can also access the payment history.

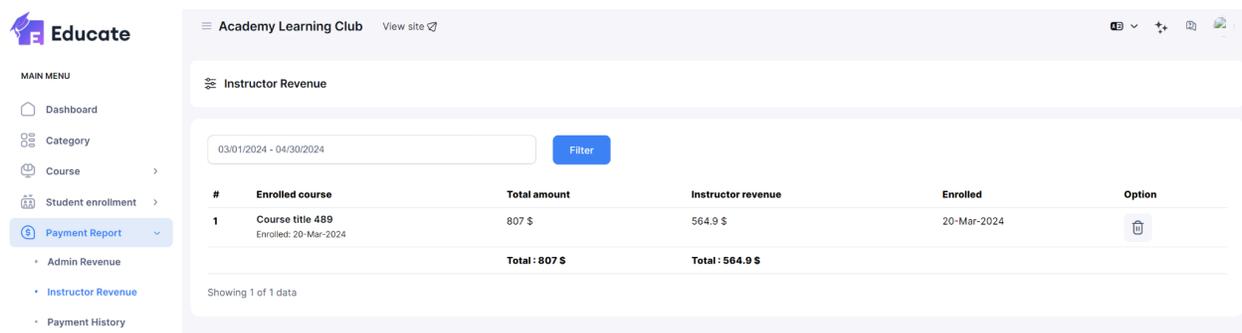
## Admin Revenue



Inside this page, you can view all the course earning and the revenues you earn from the courses as an admin.

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **Payment Report** and then click on **Instructor Revenue**.
3. You can view the enrolled courses listed with their titles, total amount earned, instructor revenue from each course, enrolment date.
4. You can also **Delete a course** from the revenue report by clicking on the delete button beside each course.
5. You can **Filter courses** based on their enrolled date, and **view the calculated totals** for both total earnings from courses and total revenues earned as an instructor from the courses.

## Instructor Revenue



As an admin, you can also view the instructor revenues for each course.

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **Payment Report** and then click on **Admin Revenue**.

3. You can view the enrolled courses listed with their titles, total amount earned, admin revenue from each course, enrolment date.
4. You can also **Delete a course** from the revenue report by clicking on the delete button beside each course.
5. You can **Filter courses** based on their enrolled date, and **view the calculated totals** for both total earnings from courses and total revenues earned as an admin from the courses.

## Payment History

The screenshot displays the 'Payment History' interface for 'Academy Learning Club'. On the left is a 'MAIN MENU' sidebar with categories like 'Payment Report' (selected) and 'Users'. The main area shows a table of purchase history with the following data:

#	User	Item	Paid amount	Payment Method	Purchased date	Invoice
1	student3 student@example.com	Course title 489	807 \$	paypal	20-Mar-2024	
2	Sham Das sham@example.com	Course title 300	450 \$	razorpay	02-Mar-2024	
			<b>Total : 1257 \$</b>			

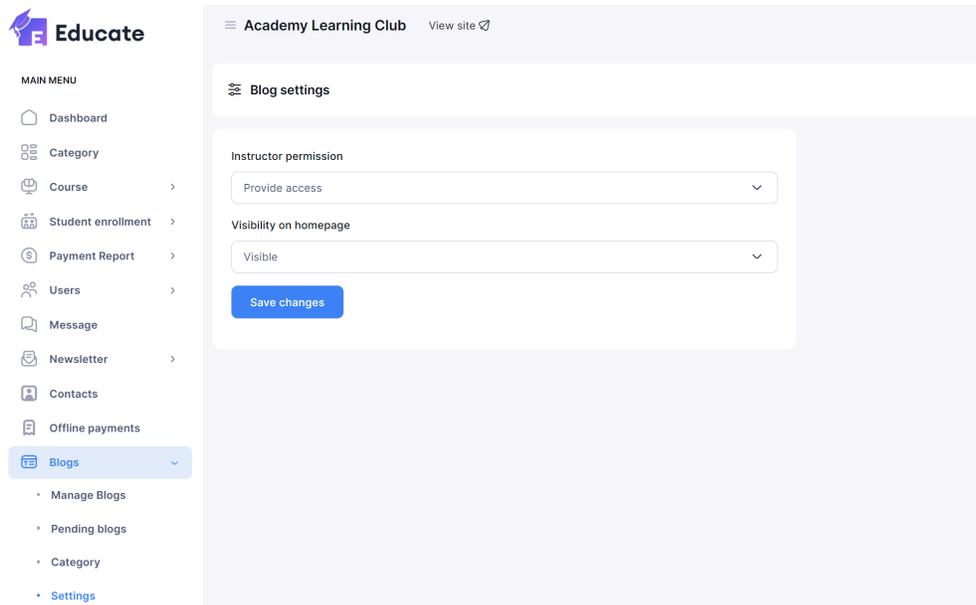
As an admin, you can view the purchase history from every student inside the **Payment History** page.

1. Login to Academy LMS Laravel using your credentials as an admin.
2. Click on **Payment Report** and then click on **Payment History**.
3. You can view the payment history listed with the student names, the courses they're enrolled in, paid amount, payment method and purchased date.
4. You can **View The Invoice** of each payment history by clicking under the **Invoice** button beside the selected history.
5. You can **Filter Payment** based on the purchased date, and **view the calculated totals** for total paid amount from all the students.
6. Payment histories can be exported in both pdf or printable format using the **Export** button.

# Blogs

## Configure Blog Settings

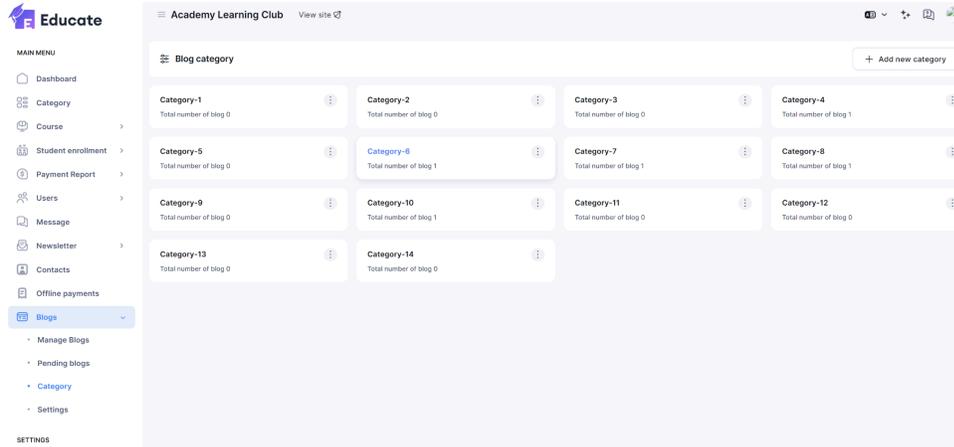
You can publish relevant blogs easily in Academy LMS Laravel. As an admin, you have full control over blog settings, including permissions for instructor blogs. Configure the blog settings to grant permissions or place instructor blogs on pending status as needed.



To configure blog settings as an admin, follow the steps below:

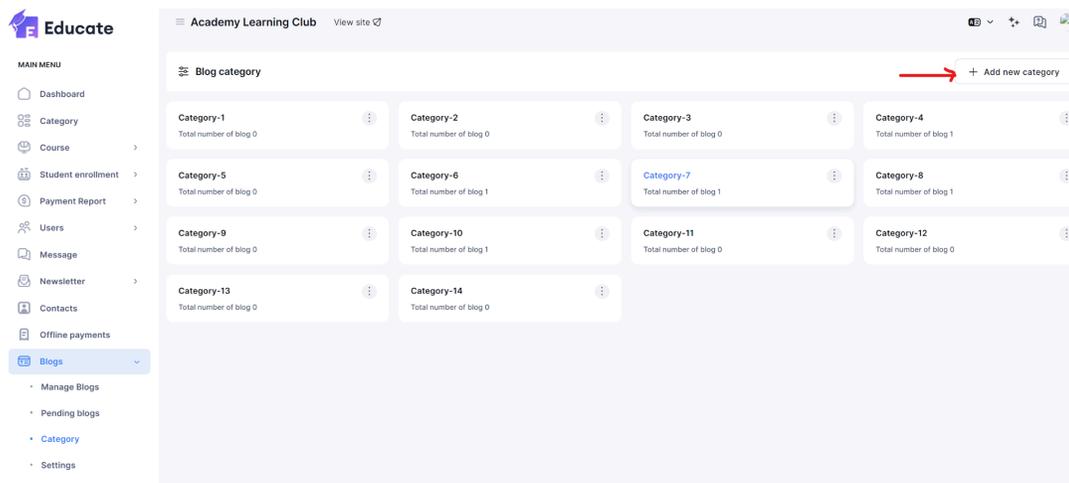
1. Login to Academy LMS Laravel as an admin with your credentials.
2. Click on **Blogs** from the left side bar, and then click on **Settings**.
3. Choose the clickbox for either **Provide Access** or **Decline Access** for the field **Instructor Permission**, to allow/not allow instructors to post blogs on your website.
4. Next, choose the clickbox for either **Visible** or **Hidden** for the field **Visibility on the Home Page**, to allow/not allow blogs on your website home page.
5. Click on **Save Changes**.
6. The settings will be saved.

## Manage Blog Categories



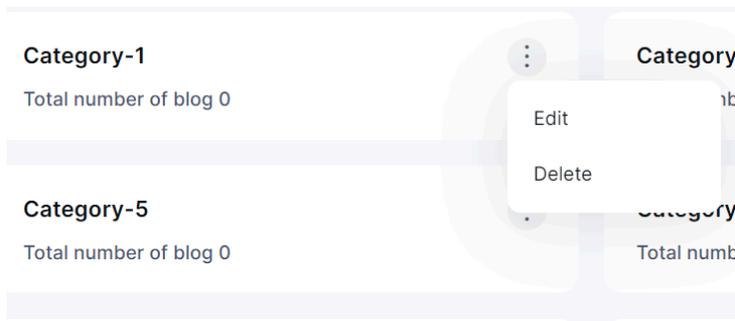
Create and manage blog categories from the backend as an admin, to make the process of publishing blogs easy for admins and instructors using your system.

1. Login to Academy LMS Laravel using your credentials.
2. Click on **Blogs** from the left side bar, then click on **Category**.
3. If you want to **Create Categories**, follow the steps below:



- a. Click on the **+ Add new category** button.
- b. The following window will show up:

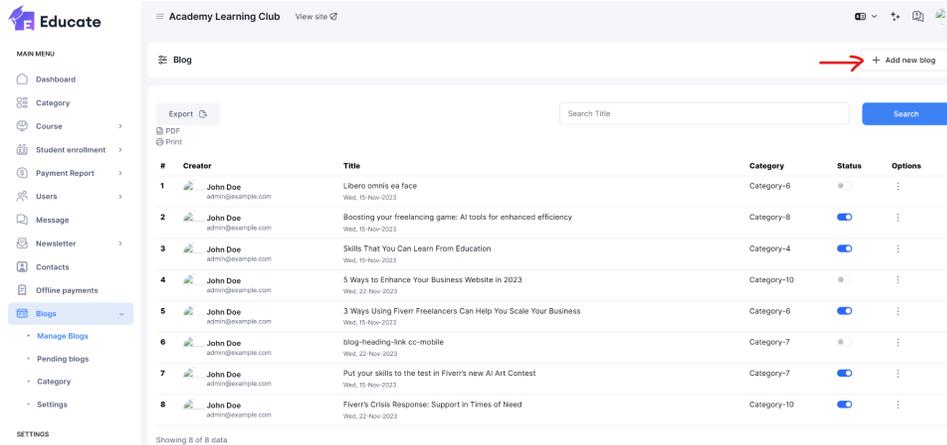
- c. Click on the **Title** field and enter the title.
  - d. Next, click on the **Subtitle** field and enter a subtitle about the category.
  - e. Click on **Add Category**.
  - f. The category will be added.
4. Inside the **Categories** page, you can see all the categories and how many blogs every category has.
  5. If you want to **Edit a category**, click on the “:” button beside the category, and click on **Edit**.



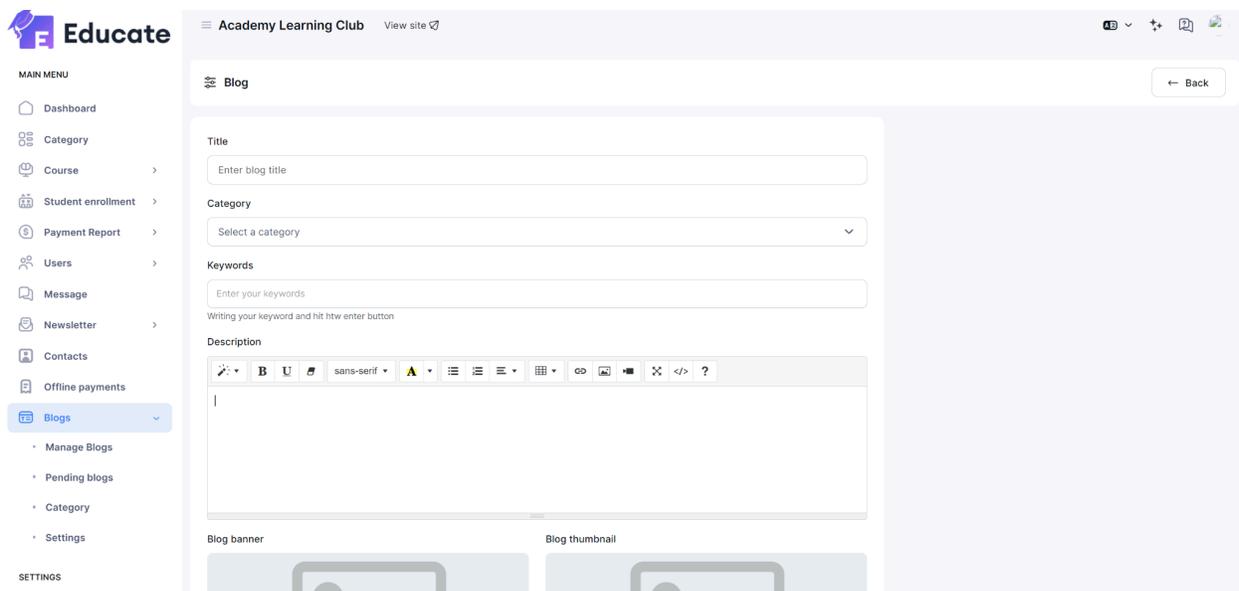
6. After clicking on **Edit**, an edit category window will show up. Edit the information required and click on **Update Category**.
7. If you want to **Delete a category**, click on **Delete**. A confirmation window will pop up, click **Confirm** if you wish to proceed, otherwise click **Cancel**.

## How To Publish A Blog

Publishing a blog on the application site is an easy task for the site admin. With just a few clicks, you can easily share your content with your audience. Additionally, managing existing blogs is simple, giving you full control over your content. Follow the steps below for site admins to publish blogs on the website easily.



1. Login to **Academy** using your admin credentials.
2. Click on **Blog**. You can click on **Manage Blogs** and click on the **Add New Blog** button in the page.
3. After you click on **Add New Blog**, a blog form will appear in the window.



4. Click on the field for **Title** and enter the blog title.
5. Next, click on the field for **Category** and choose a category from the available options.

## Category

Select a category

Select a category

- Category-1
- Category-2
- Category-3
- Category-4
- Category-5

6. Click on the field for **Keywords**, and enter some suitable keywords relevant to the blog. Separate the keywords by clicking on the **Enter** button after each keyword.
7. Click on the field for **Description**, and add the blog description.
8. Then, click on **Blog Banner**, and upload a banner picture from your device.
9. Then, click on **Blog Thumbnail**, and upload a thumbnail picture from your device.
10. You can click on the checkbox for either **Yes** or **No** if you want to designate the blog as popular.
11. Click on **Add Blog**.
12. The blog will be created.

## Pending Blog

Academy Learning Club View site

Pending blog

Export PDF Print

Search Title Search

Showing 3 of 3 data

#	Creator	Title	Category	Status	Options
1	John Doe admin@example.com	Libero omnis ea face Wed, 19-Nov-2023	Category-6	Inactive	⋮
2	John Doe admin@example.com	5 Ways to Enhance Your Business Website in 2023 Wed, 22-Nov-2023	Category-10	Inactive	⋮
3	John Doe admin@example.com	blog-heading-link cc-mobile Wed, 22-Nov-2023	Category-7	Inactive	⋮

Showing 3 of 3 data

Manage Blogs

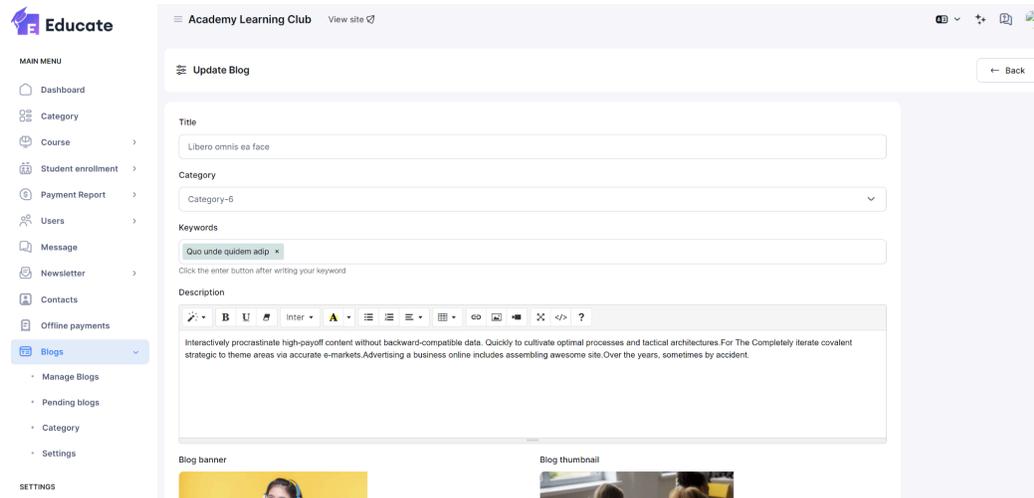
Pending blogs

Category

Settings

You can view all of the pending blogs which are waiting for admin approval to be published inside the **Pending Blogs** page.

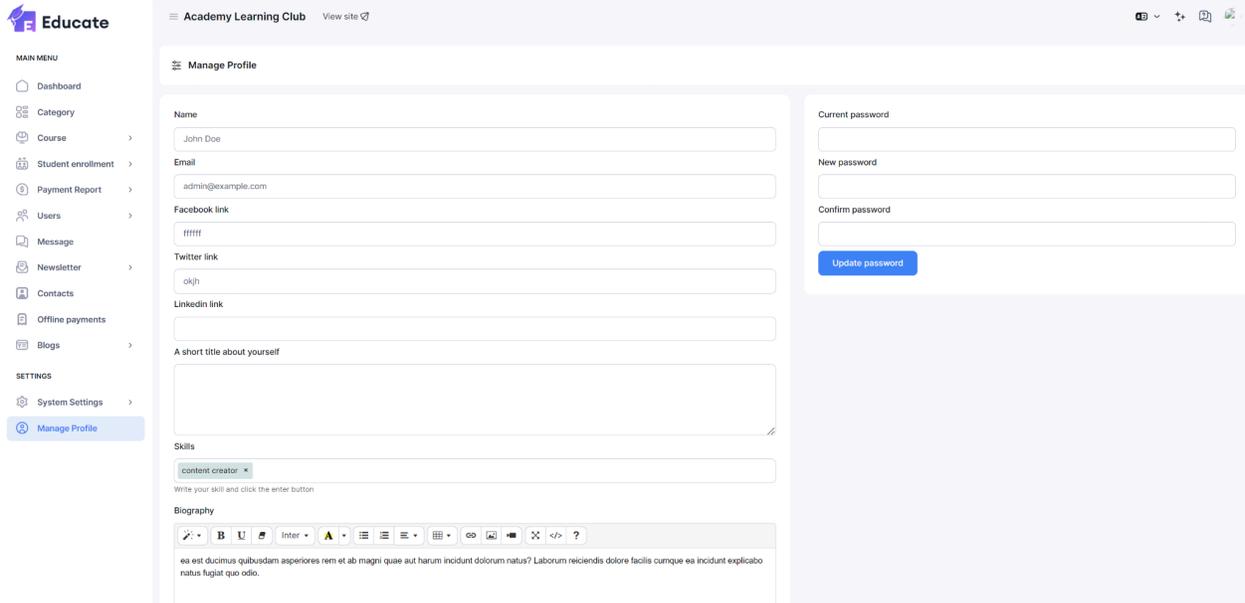
1. Login to Academy LMS Laravel using your credentials.
2. Click on **Blogs** and then click on **Pending Blogs**.
3. You can view all of the pending blogs listed inside the page.
4. Click on the “:” button beside a blog to take further actions.
5. If you want to **Edit a blog**, follow the steps below:
  - a. Click on **Edit**.
  - b. The following page will pop up.



- c. Edit the information required.
  - d. Click on the **Update Blog** button.
  - e. The blog will be updated.
6. If you want to **Activate a blog**, click on **Activate**, and the blog will be removed from the pending list as it has been activated.
7. If you want to **Delete a blog**, click on **Delete**. A confirmation window will pop up, click **Confirm** if you wish to proceed, otherwise click **Cancel**.

## Manage Your Admin Profile

You can set up or update all of your details as an admin in your website through the profile settings by following the steps below:



## Set Up Personal Information

1. Login to **Academy LMS Laravel** using your admin credentials.
2. Click on the field for **Name** and enter your name.
3. Next, click on the field for **Email** and enter your email.
4. Next, click on the field for **Facebook Link**, and enter your facebook profile link.
5. Next, click on the field for **Twitter Link**, and enter your twitter profile link.
6. Next, click on the field for **Linkedin Link**, and enter your linkedin profile link.
7. Next, click on the field for **A short title about yourself**, and you can provide a short title.
8. Next, click on the field for **Skills**, and enter your skills. You can enter multiple skills and separate them by clicking on the **Enter** button.
9. Lastly, click on the field for **Photo**, and upload a picture of yourself from your device.
10. Click on **Update Profile**.
11. The profile information will be saved.

## Set up password

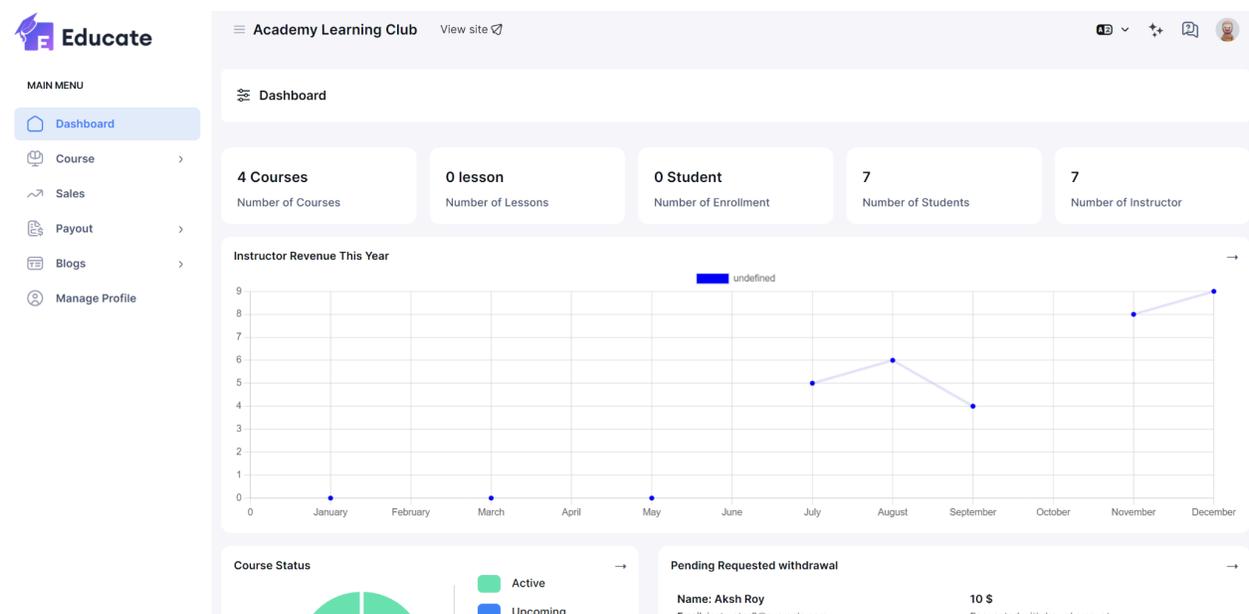
For setting up/changing your password, follow the steps below:

1. Click on the field for **Current Password** and enter your current password.
2. Next, click on the field for **New Password** and enter your current password.
3. Confirm your new password by entering it again inside the **Confirm new password** field.
4. Click on **Update Password**.

5. The new password will be updated.

## Instructor Panel

Instructors in Academy LMS Laravel have limited access to features compared to admins, giving them the authority to only course adding and management, sales , payout and blogs.



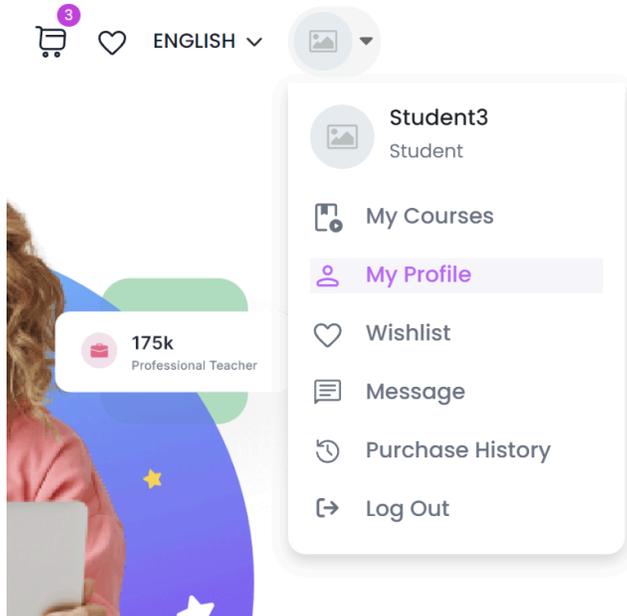
To become an instructor, you have to be a student, and apply to the admin for becoming an instructor. After admin approval, you can be an instructor of the system.

Additionally, instructors have accessibility to all features that a student has. Thus an instructor is also able to enroll to other taught courses, add courses to wishlist, view course purchase history etc. For more information on the student panel, follow the guidelines under the **Student Panel** later in this article.

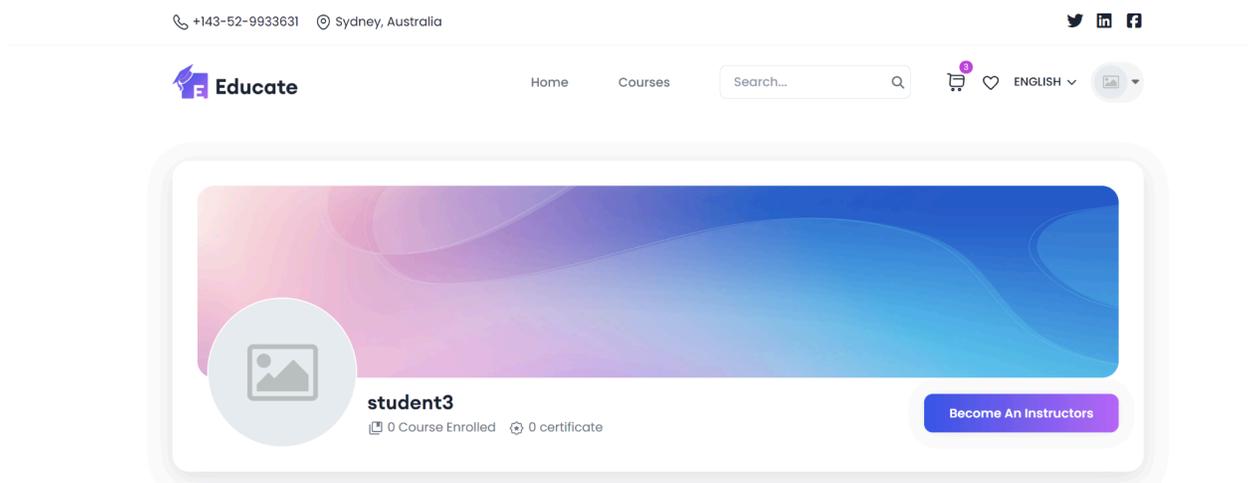
## How To Become An Instructor

To become an instructor, firstly you have to sign up to the system as a Student. Follow the steps below to become an instructor:

1. Login to Academy LMS Laravel with your student credentials.



2. Click on **My Profile**.
3. And then, the student dashboard will pop up, where you have a button for **Becoming an instructor**.



4. Click on the **Become an instructor** button, and the following form will show up:

**Become an instructor**

Phone Number

+0 (123) 456 - 7890

Document

Choose File No file chosen

Documents of qualification. Max-size: 3MB (DOC, DOCX, PDF, TXT, PNG, JPG, JPEG)

Description

Your description here...

Apply for instructor

5. Click on the **Phone number** field and enter your phone number.
6. Click on the **Choose File** option and upload a **Document {Resume/CV}** as your credibility.
7. Lastly, click on **Description** and provide a short description about yourself.
8. Click on the **Apply For Instructor** button.
9. Your application will be sent to the admin.

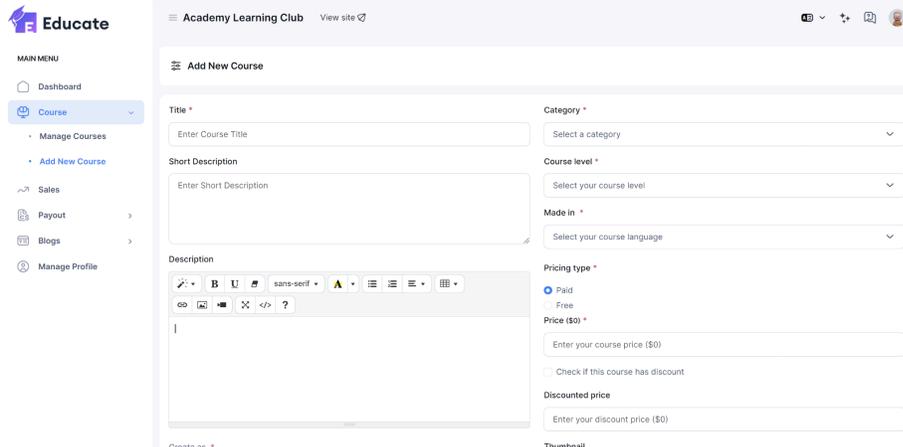
After the application is sent, the admin will approve the application, and then you can start your journey as an instructor in Academy LMS Laravel!

## Course Management

The instructors have the same authority and accessibility as admin regarding adding a new course, and course management, which includes live class settings, sections etc.

### Add a new course

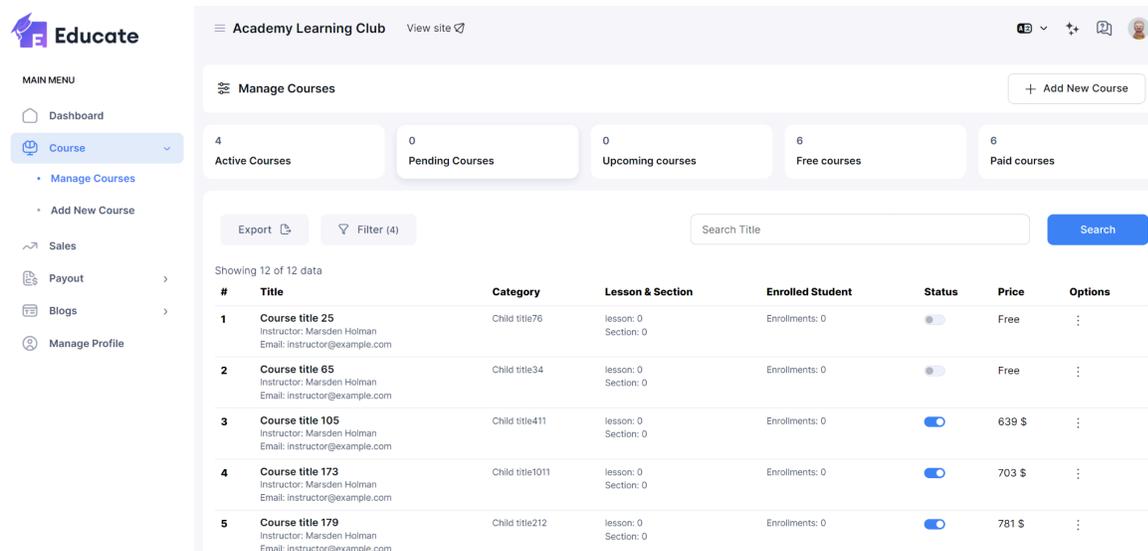
As an instructor, you can create courses that you can sell to students easily in Academy LMS Laravel.



1. Simply login with your instructor credentials to Academy LMS Laravel.
2. Click on your profile, and then click on **Dashboard**.
3. Click on **Courses** and then click on **Add New Course**.
4. A form will show up for adding a new course.
5. You can follow the steps onwards from **How to create a course** from the admin panel section, and you can successfully create a course.

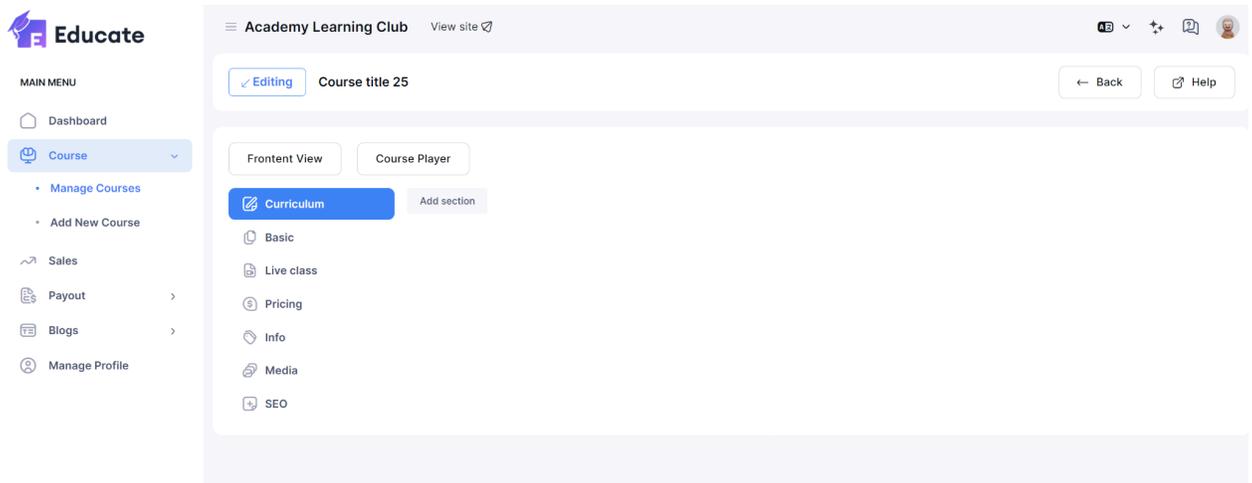
## Manage Courses

Instructors can view and manage the list of courses that they have created inside the **Manage Courses** page.

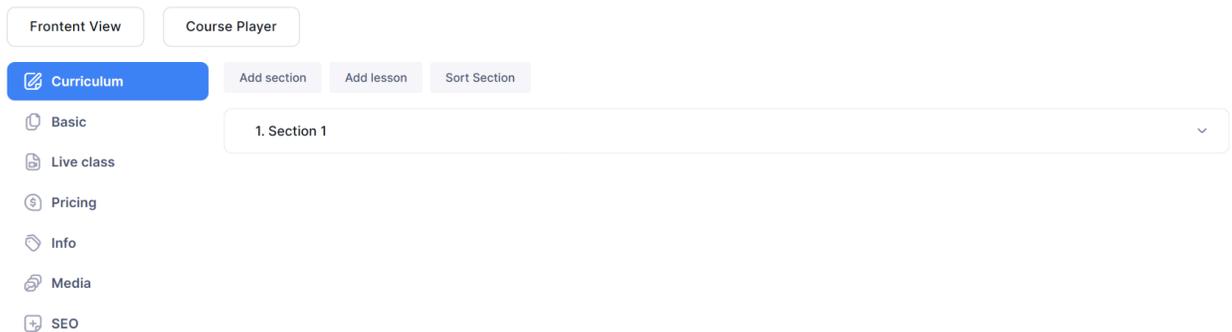


Follow the steps below to manage courses as an instructor in Academy LMS Laravel:

1. Login to Academy LMS Laravel using your credentials.
2. Click on your profile, and then click on **Dashboard**.
3. Click on **Courses->Manage Courses**.
4. You can view all the courses that you have created as an instructor, with the course titles, categories, lessons and sections, enrolled student, status of the course, and the price.
5. Click on the **Course Title** to add more details about the course. The following form will show up:



6. Firstly, you have to create a section by clicking on the **Add Section** button. Follow the steps from the **Admin Panel->Course Management->How To Create a course ->Edit a course** to create sections.



7. After creating sections, you can add lessons, lesson types, and sort sections. Additionally, you can also edit the **Basic, live class, pricing, media, seo and additional information** by following the steps in **Admin Panel->Course Management->How To Create a course ->Edit a course**.

## Sales Report

The screenshot shows the 'Sales report' page in the Educate Academy Learning Club dashboard. The sidebar menu on the left includes options for Dashboard, Course, Sales (highlighted), Payout, Withdraw, Settings, Blogs, and Manage Profile. The main content area features a 'Sales report' section with an 'Export' button and a date filter set to '05/01/2024 - 05/31/2024'. Below the filter, a table displays one record for 'Course title 105' with enrollment details and instructor revenue information.

#	Course Name	Enrollment	Instructor Revenue
1	Course title 105	Enrolled user : student3 Enroled date : 19-May-2024 11:55 AM	Revenue : 40,768 \$ Course price : 56 \$

Instructors can view all sales made from their courses inside the **Sales** page.

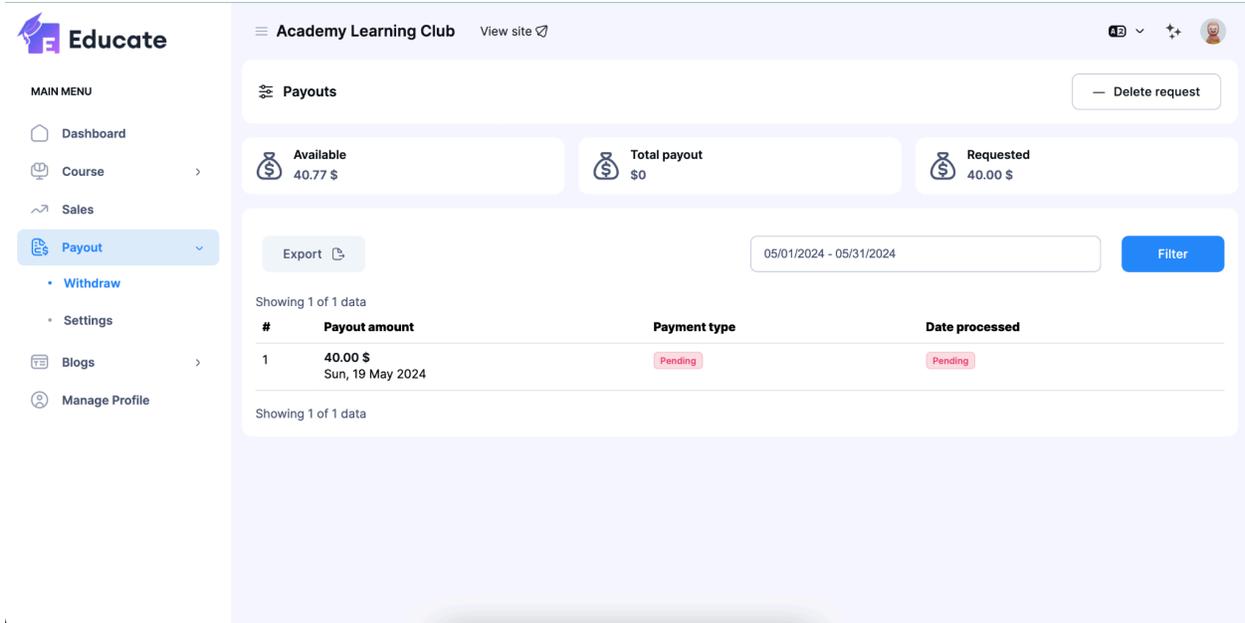
1. Login to Academy LMS Laravel using your credentials.
2. Click on your profile, and then click on **Dashboard**.
3. Click on **Sales**.
4. The page will show the list of the courses, with the enrolled users information, and the total instructor revenue from the course.
5. You can export the report of all records as a pdf of print by clicking on the **Export** button.
6. You can also **Filter the records by date** by clicking on the **Filter field** and inserting the date values.

## Payout

### Withdraw Payout

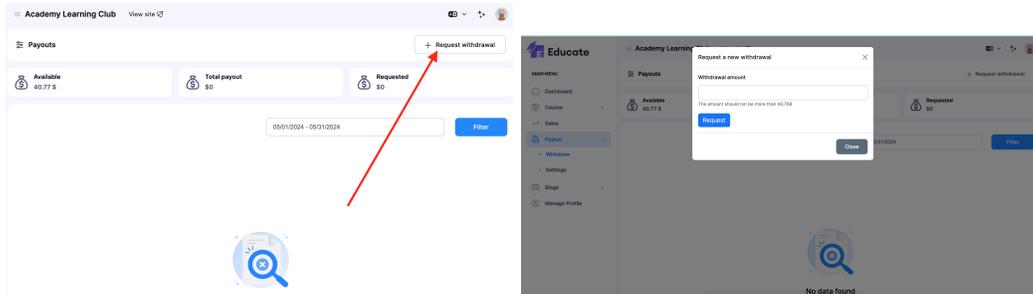
Instructors can view their payout amount and status from the **Payout Withdraw** page.

The instructors total revenue earned from the courses will be shown in the **Available** amount. When the instructor requests for withdrawal, it will show the **Requested** amount. And finally when the admin approves the payout, it will show the total inside the **Total Payout** amount, and the equivalent price will be deducted from the **Available** amount to show the current amount that the instructor can request to withdraw.



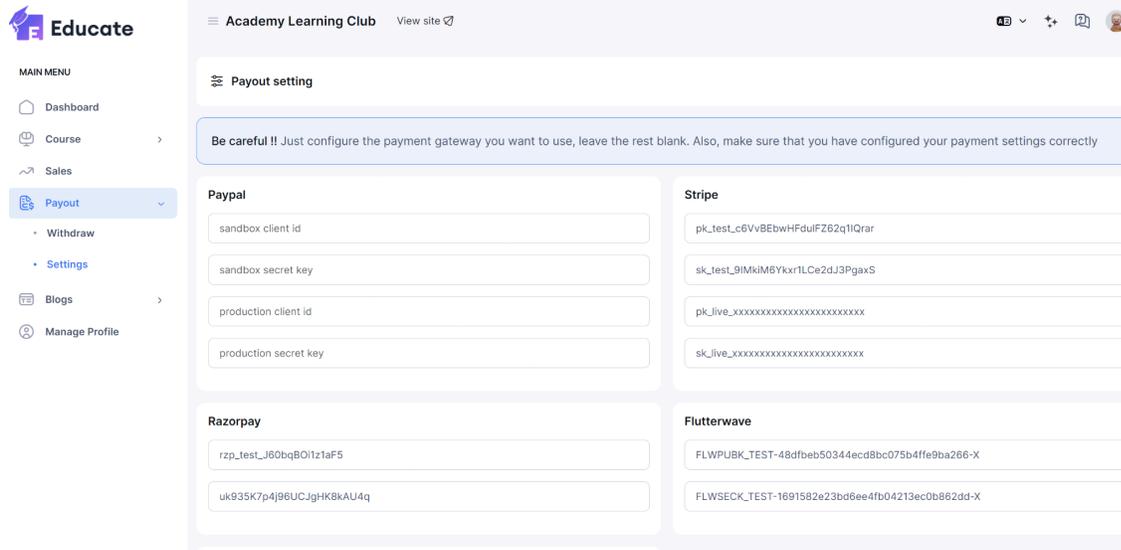
To request to withdraw a payout, follow the steps below:

1. Login to Academy LMS Laravel using your credentials as an instructor.
2. Click on your profile, and then click on **Dashboard**.
3. Click on **Payout->Withdraw**.
4. Click on the **Request Withdrawal** button. Inside the **Request a new withdrawal** form, insert the amount of **Withdrawal Payout** and click on **Request**.



5. After you request an amount of withdrawal, it will be pending, until the admin approves the payout.

## Payout Settings



Instructors can choose the payment gateway that they want to use for financial transactions through the **Payout Settings** page, by following the steps below:

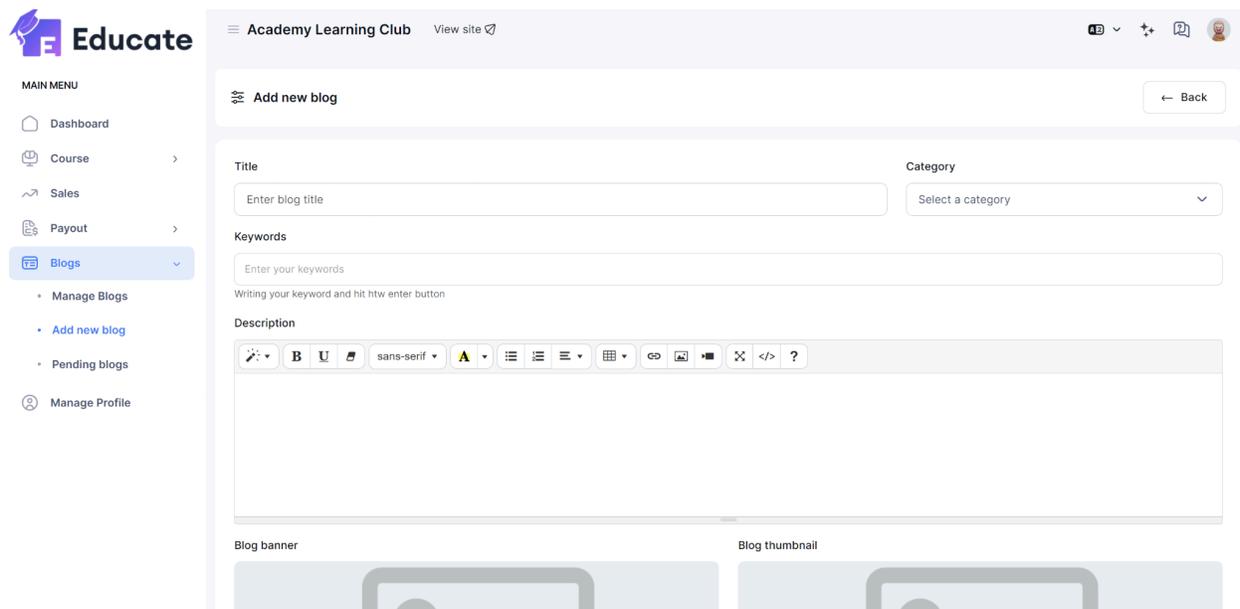
1. Login to Academy LMS Laravel using your credentials.
2. Click on your profile, and then click on **Dashboard**.
3. Click on **Payout->Settings**.
4. You have to provide only the details for the payment gateway that you prefer, and leave the rest blank.
5. If you choose **Paypal**, provide the following information:
  - a. Sandbox Client ID
  - b. Sandbox Secret Key
  - c. Production Client ID
  - d. Production Secret Key
6. If you choose **Razorpay**, provide the following information:
  - a. Public Key
  - b. Secret Key
7. If you choose **Paytm**, provide the following information:
  - a. Public Key
  - b. Secret Key
8. If you choose **Stripe**, provide the following information:
  - a. Public Key
  - b. Secret Key
  - c. Public Live Key
  - d. Secret Live Key
9. If you choose **Flutter**, provide the following information:
  - a. Public Key
  - b. Secret Key
10. Click on **Save Changes**.

11. The payout settings will be updated.

## Blogs

Instructors can create and manage new blogs, and wait for pending blogs to be approved and published by the admin.

### Add a New Blog



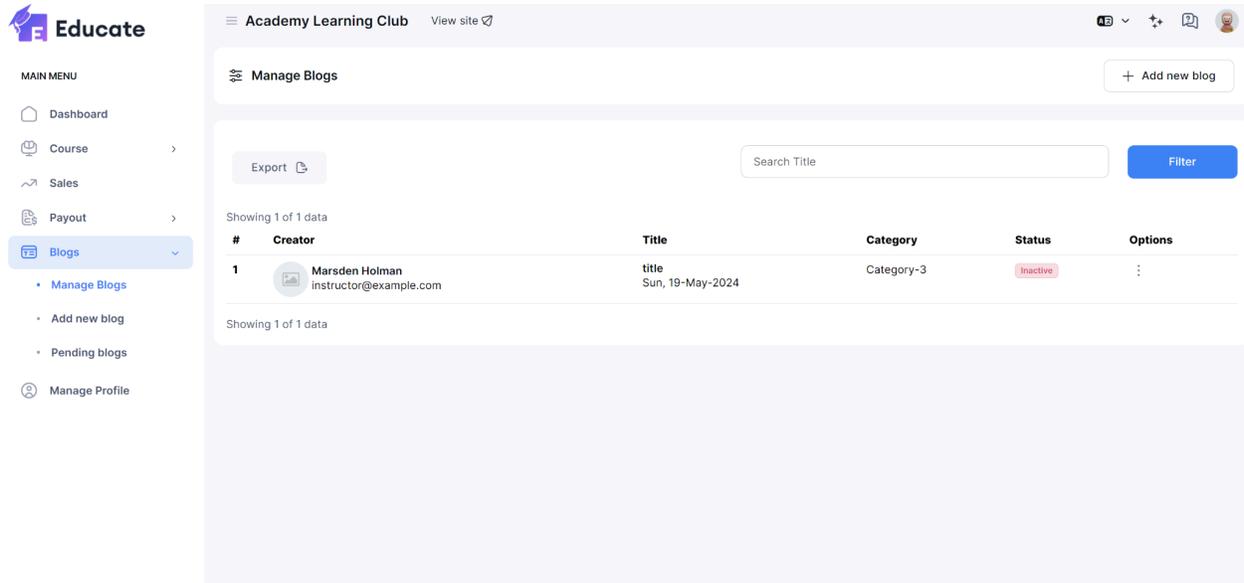
The screenshot shows the 'Add new blog' form in the Educate Academy Learning Club dashboard. The form includes the following fields and elements:

- Title:** A text input field with the placeholder 'Enter blog title'.
- Category:** A dropdown menu with the placeholder 'Select a category'.
- Keywords:** A text input field with the placeholder 'Enter your keywords' and a note below it: 'Writing your keyword and hit htw enter button'.
- Description:** A rich text editor with a toolbar containing icons for bold, italic, underline, font color, background color, text color, bulleted list, numbered list, link, unlink, image, video, code, and help.
- Blog banner:** A placeholder for a banner image.
- Blog thumbnail:** A placeholder for a thumbnail image.

Instructors can add a new blog by following the steps below:

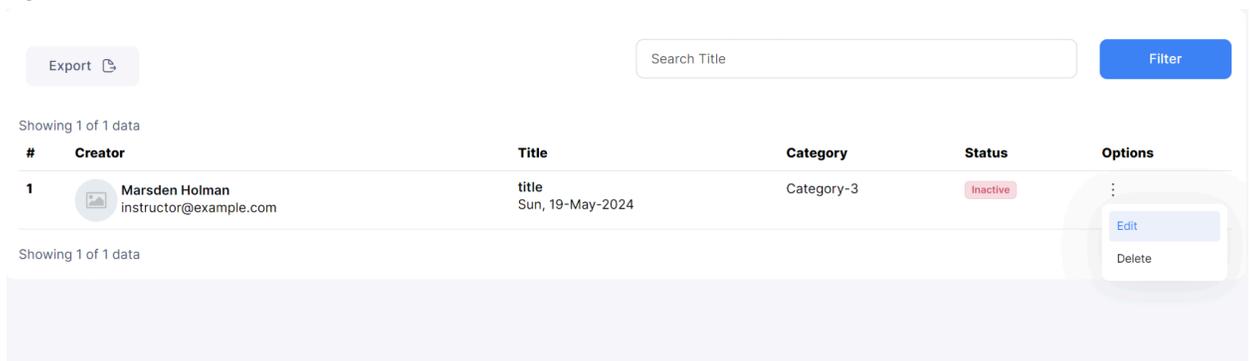
1. Login to Academy LMS Laravel using your credentials.
2. Click on your profile, and then click on **Dashboard**.
3. Click on **Blogs-> Add new blog**.
4. Follow the steps from **Admin Panel->Blogs->How to publish a blog** to finish adding a new blog.

### Manage Blogs



Instructors can edit the blogs that they have created inside the **Manage Blogs** page.

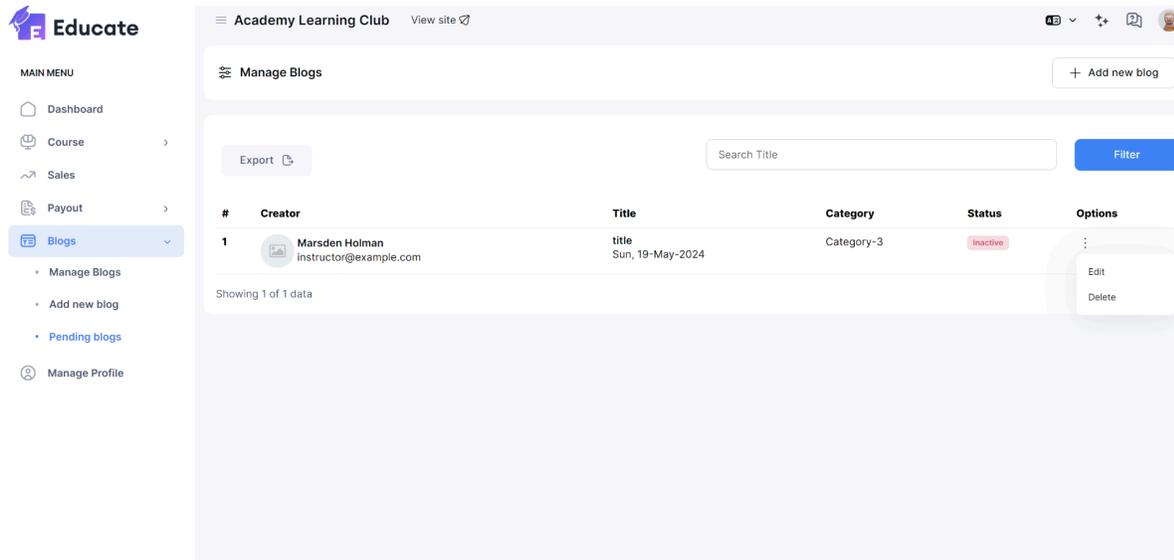
1. Login to Academy LMS Laravel using your credentials.
2. Click on your profile, and then click on **Dashboard**.
3. Click on **Blogs->Manage Blogs**.
4. You can see the list of all blogs that you have created, with their titles, category, and approved status.
5. You can either **Edit the blog** or **Delete the blog** by clicking on the “:” button under **Options** column.



6. If you click on **Edit**, the edit blog form will open up, which is similar to creating a blog, and you can edit the information required and save.
7. If you click on **Delete**, a confirmation window will pop up, click on **Confirm** if you wish to proceed, otherwise click **Cancel**.

## Pending Blogs

Instructors can view the pending blogs that are waiting to be approved by admin inside the **Pending Blogs** page.



1. Login to Academy LMS Laravel using your credentials.
2. Click on your profile, and then click on **Dashboard**.
3. Click on **Blogs->Pending Blogs**.
4. You can see the list of all blogs that you have created, with their titles, category, and pending status.
5. You can either **Edit the blog** or **Delete the blog** by clicking on the “⋮” button under **Options** column.
6. If you click on **Edit**, the edit blog form will open up, which is similar to creating a blog, and you can edit the information required and save.
7. If you click on **Delete**, a confirmation window will pop up, click on **Confirm** if you wish to proceed, otherwise click **Cancel**.

## Manage Profile

Manage your profile as an instructor and add details about yourself by following the steps below:

1. Login to Academy LMS Laravel using your credentials.
2. Click on your profile, and then click on **My Profile**.
3. Click on the field for **Full Name**, and provide your full name.
4. Next, click on the field for **Email Address**, and provide your email address.
5. Next, click on the field for **Phone Number**, and provide your phone number.
6. Next, click on the field for **Website**, and add a website url that you wish to share.
7. You can provide your social media URLs inside the **Facebook, Twitter and LinkedIn** fields respectively.
8. Next, enter your skill names inside the **Skills** field. You can insert them separated by the enter button.

Skills

9. Next, click on the field for **Biography**, and add some details about yourself.
10. Click on **Save Changes**.
11. The profile information will be updated.

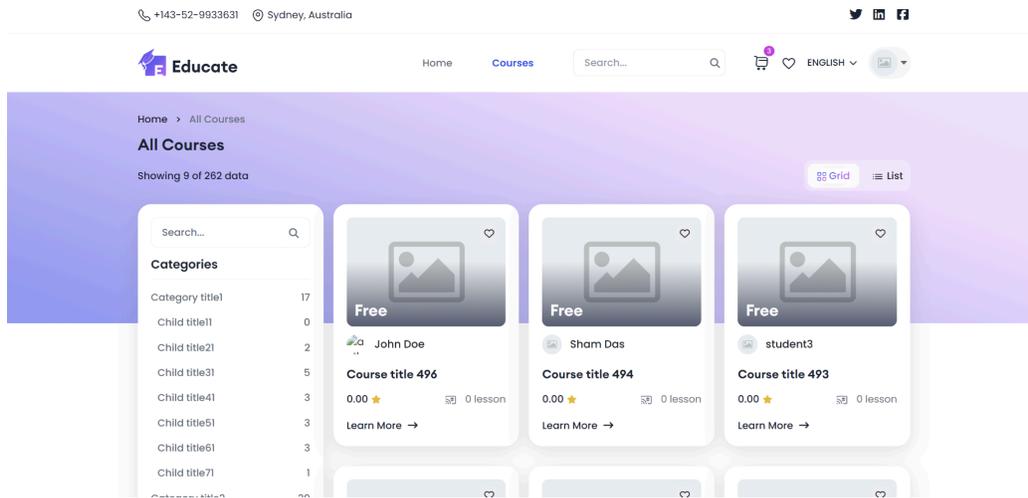
## Student Panel

Students in Academy LMS Laravel can browse through the **Course website** frontend mentioned previously in this article, to find out courses based on categories, enroll themselves to a course.

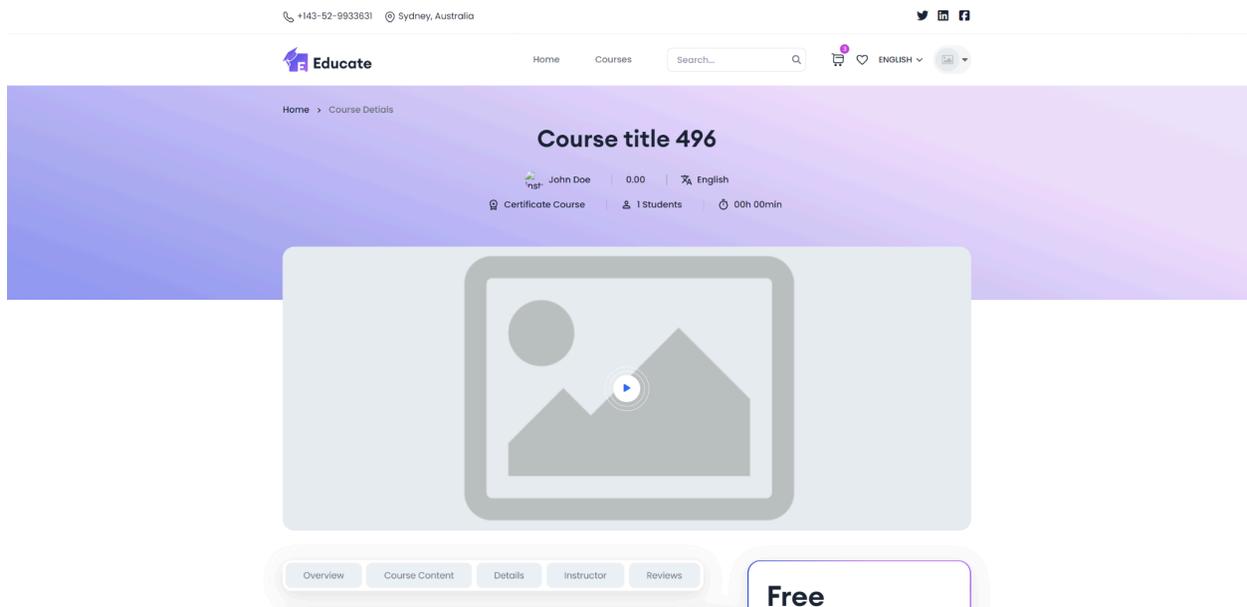
# How To Enroll To a Course

Students can enroll to a course by following the steps below:

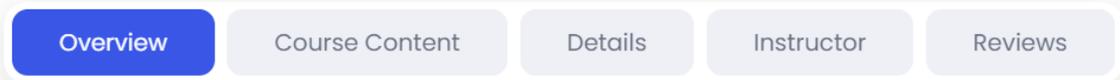
1. Login to Academy LMS Laravel using your credentials as a Student.
2. Click on **Courses**.



3. You can find all the courses inside the courses page according to categories. Click on any course that you would like to enroll in.



4. After clicking on a course, you can view the course details in the next page such as: Course title, instructor name, number of enrolled students, total taught hours in the course, and the language of the course.



5. You can view the **Overview, Course Content, Details, Instructor and Reviews** by clicking on the respective buttons.

#### Course Overview

Lorem ipsum dolor sit amet consectetur, adipisicing elit. Facere, repellendus debitis! Exercitationem doloremque voluptas ipsam beatae quas voluptatem fugiat quod id iure non! Facilis quo tenetur deserunt voluptatem a ut ipsam ab fuga nemo quia totam consequuntur libero, nisi error mollitia, tempora soluta corrupti laudantium voluptatum inventore iste enim? Rerum amet animi, minima dolor veniam laudantium id, odio labore consectetur, at saepe. Error unde natus rerum cum. Impedit, ipsam perspiciatis harum sunt exercitationem a consectetur accusamus dolore, voluptas repellat soluta! Consequatur obcaecati debitis earum sed eum voluptates praesentium temporibus laboriosam deleniti adipisci delectus ipsa et, dolorem labore aperiam fugit impedit.

[See less](#)

#### Requirement

- ✓ Ut ratione dolor eli
- ✓ Voluptates ea ipsum
- ✓ Incidunt eaque fug
- ✓ Illum enim molestia
- ✓ Voluptatem reiciendi
- ✓ Ad facere quidem nob
- ✓ Voluptates aspernatu
- ✓ Officia incidunt vo

#### Outcomes

- ✓ In quis quia occaec
- ✓ Ut at repellendus S
- ✓ Animi est est expl
- ✓ Omnis qui voluptatib
- ✓ Ut illum nulla ulla
- ✓ Qui exercitation num
- ✓ Perspiciatis animi
- ✓ Aliqua Irure molest
- ✓ Vellit ipsa autem e
- ✓ Molestiae et sit ali
- ✓ Et velit quis culpa

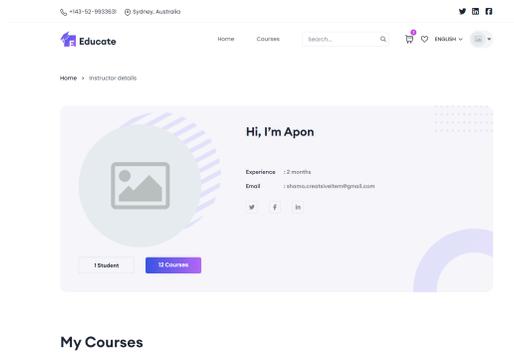
6. If you click on **Instructor**, you can view more details on the instructor by clicking on the **View Details** button.

#### Instructor

 **Apon** 0.0 ★ ★ ★ ★ ★

1 Student | 12 Courses | 0 review

[View Details](#)



The screenshot shows the 'Educate' website interface. At the top, there's a navigation bar with 'Home', 'Courses', and a search bar. Below that, the 'Instructor details' section is visible, featuring a large profile card for 'Apon'. The card includes a placeholder for a profile picture, the name 'Hi, I'm Apon', and details like 'Experience: 2 months' and 'Email: shams.creative@iitem@gmail.com'. There are also social media icons for Twitter, Facebook, and LinkedIn. Below the profile card, there are two buttons: '1 Student' and '12 Courses'. At the bottom of the page, there's a section titled 'My Courses'.

7. If you click on **Reviews**, you can provide a review, and also rate the course based on 5 stars. Click on **Submit** after providing the review. You can also remove the review if you want by clicking on the **Remove All** button.

## Reviews

Rate this course :



Remove all

Write a review ...

Submit

8. If you want to purchase the course, click on the **Buy Course** button. If the course is purchased already, it will show a **Go To courses** button instead, which will redirect you to the **My Courses** page.

**1,374.00** 1,426.00  
\$

[Buy Course](#)

[Add to cart](#)

[Add wishlist](#)

👤 Students 0

🌐 Language German

🕒 Duration 00h 00min

📌 Level Intermediate

Contact Instructor

For details about the course

📞 Call Us: 456432345676

[f](#) [t](#) [w](#) [in](#)

**804.00** \$ 807.00

[Go to courses](#)

👤 Students 1

🌐 Language German

🕒 Duration 00h 00min

📌 Level Beginner

Contact Instructor

[f](#) [t](#) [w](#) [in](#)

- a. If you click on the **Buy Course** button, it will be added to the **Cart**.

Home

Courses

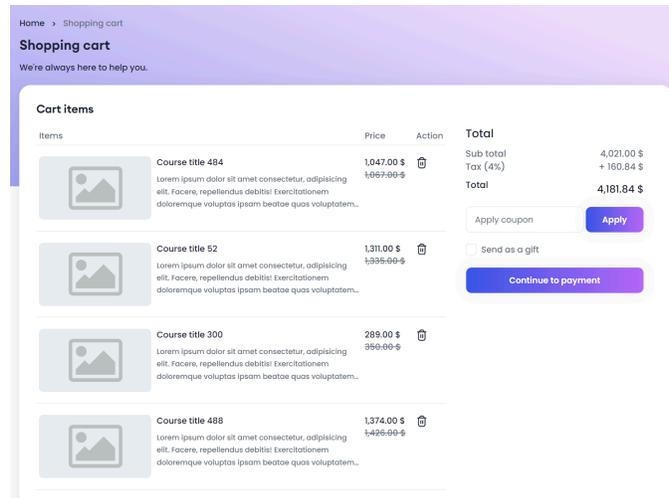
Search...



ENGLISH ▾



- b. After you click on **Cart**, you can manage all the courses that you want to buy, add or remove more if you would like.

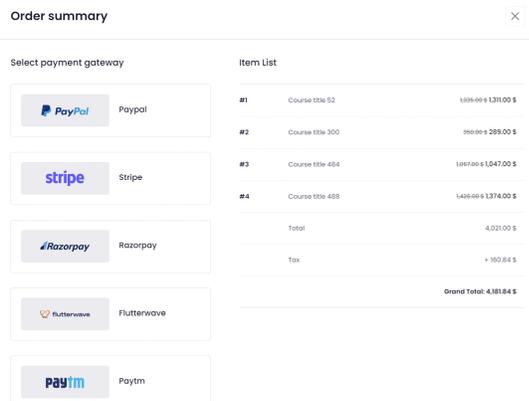


- c. You can view the **Total amount** inside the cart, if you enter any coupon codes available, it will apply the discounted price.
- d. Click on the checkbox for **Send as a gift** if you want to send the course as a gift to another user, and provide the user email next.

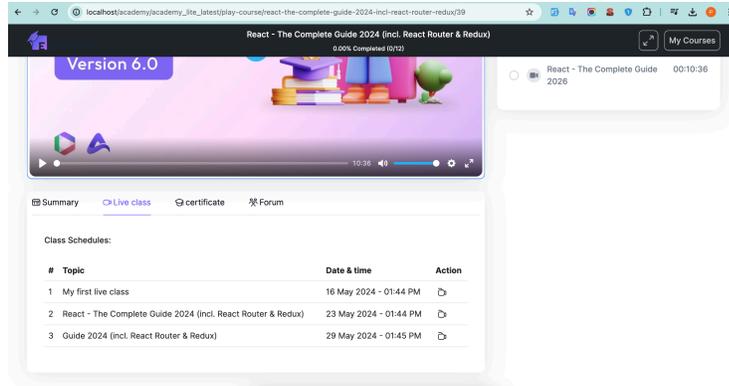
Send as a gift

Enter user email

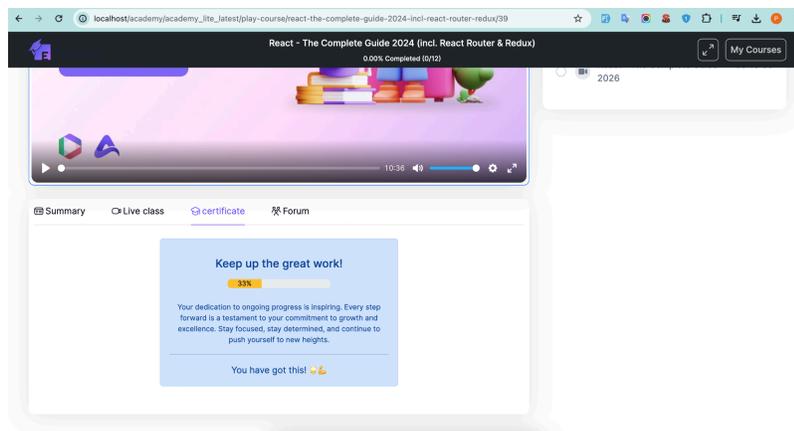
- e. Click on **Continue to payment**, and you will be directed to the payment page.



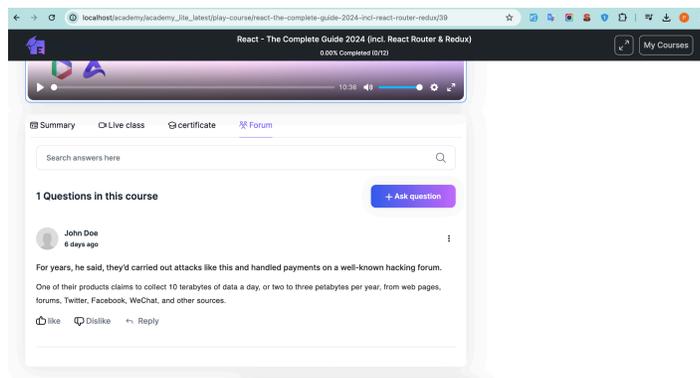




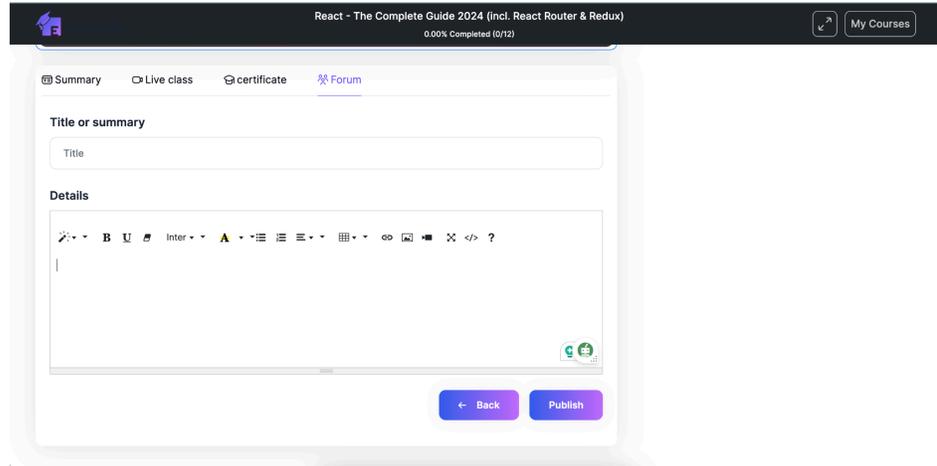
- g. Click on the **Certificate** button to view the progress to receive the certificate of the course, and receive the certificate after the course is completed.



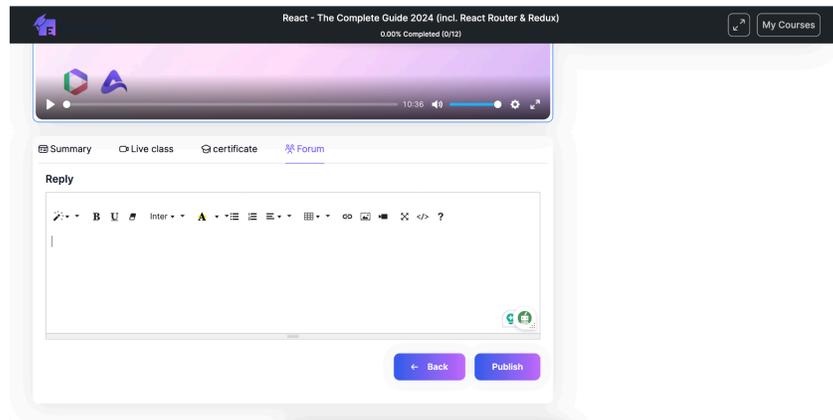
- h. Click on the **Forum** button to have discussions with other students and the instructor.



- i. If you want to ask a question/add a comment, click on the **+ Ask Question** button.
- ii. In the following window, you can enter a **Title** inside the **Title or summary** field, and add details about it inside the **Details** field.



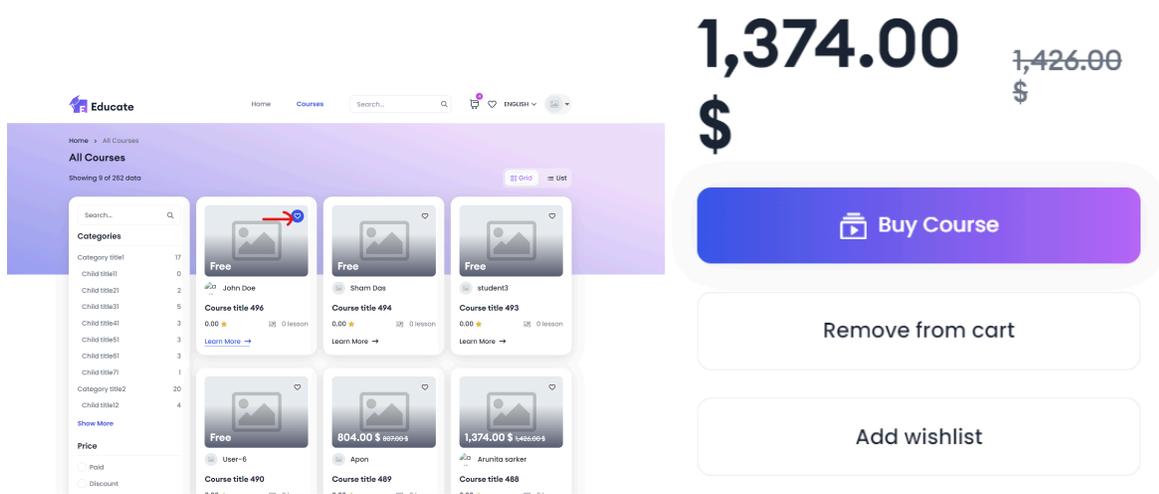
- iii. Click on **Publish** to post your comment to the forum.
- iv. You can reply to anyone's comment inside the forum by clicking on the **Reply** button. Insert your reply inside the **Reply** field, and click on **Publish**.



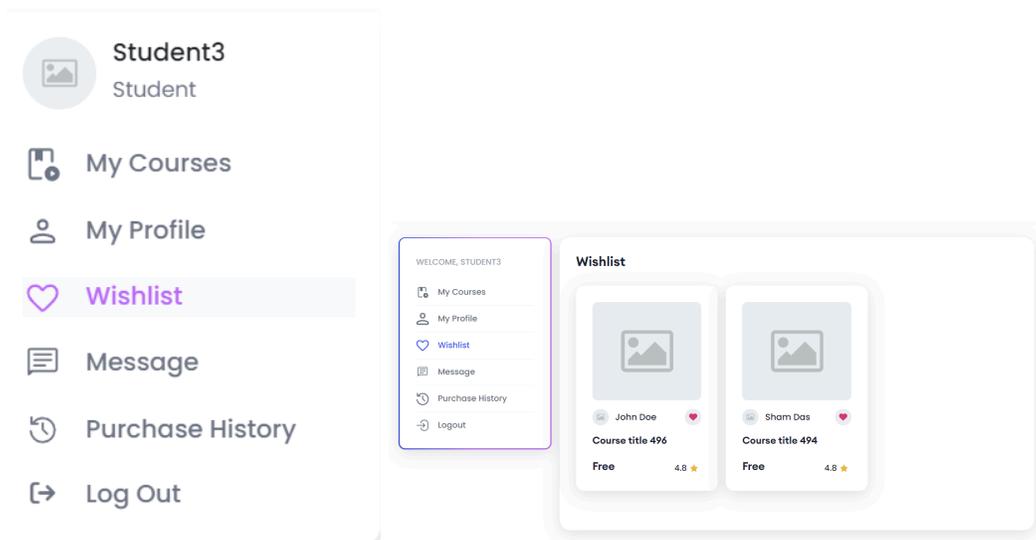
## Add Courses to Wishlist

Students can add courses to their wishlist, to refer back to them later if they wish to buy. Follow the steps below to add courses to wishlist:

1. Login to Academy LMS Laravel using your credentials.
2. You can go to the **Courses** page, and click on the **Heart button** on top of any course that you'd like, to add it to the wishlist. You can also click on the course, and view the details, and then add to your wishlist by clicking on the **Add Wishlist** button.



3. After you add courses to your wishlist, you can view them inside the **Wishlist** page.
  - a. Click on your profile, and then click on **Wishlist**.
  - b. The courses added to your wishlist will be shown here.

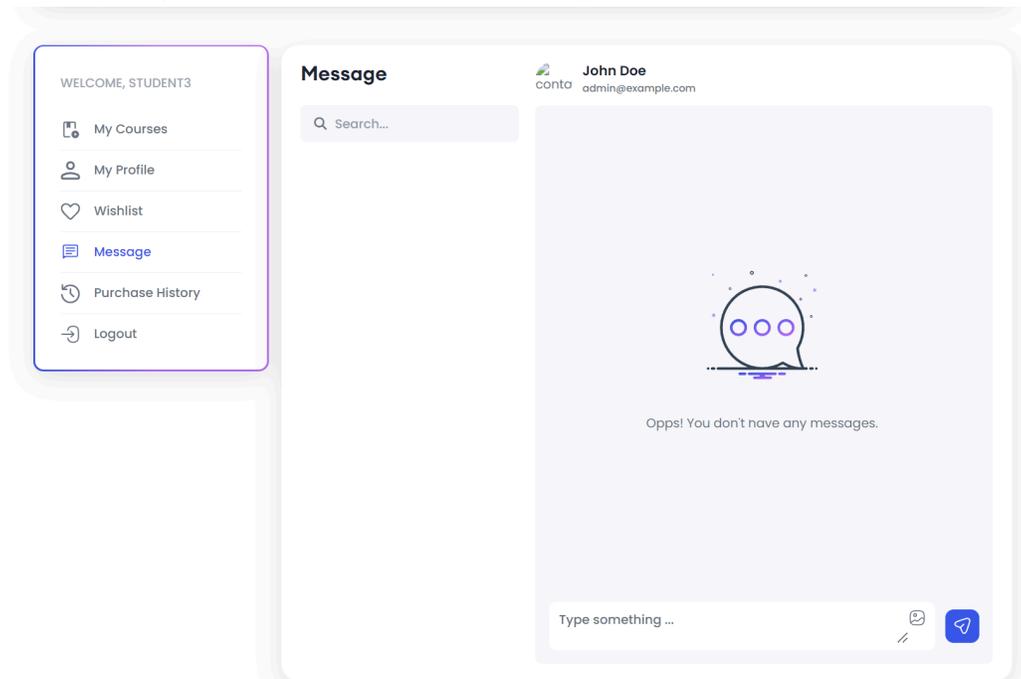


## Message Other Users

Students can message other users, instructors and the admin inside the system through the **Message** page.

1. Login to Academy LMS Laravel using your credentials.

2. Click on your profile, and then click on **Messages**.

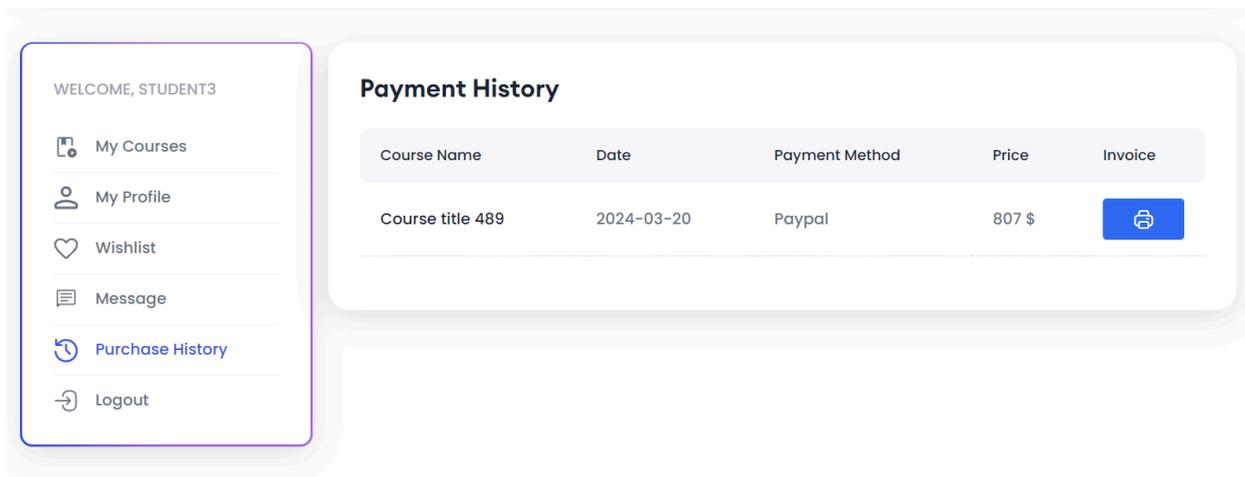


3. Click on the **Search** field and insert the email of the user you want to send a message to.
4. The messaging interface will show up, and you can start exchanging messages to the user.

## View Purchase History

Students can view their purchase history of all courses inside the **Purchase History** page.

1. Login to Academy LMS Laravel using your credentials.
2. Click on your profile, and then click on **Purchase History**.



3. The purchase history will be shown with the course names, date of purchase, payment method, price and the invoice.
4. You can download the invoice by clicking on the download button under the **Invoice** column.

## Manage Profile

Manage your profile as a student and add details about yourself by following the steps below:

The screenshot shows a 'Manage Profile' form for a student. On the left is a sidebar menu with the following items: 'My Courses', 'My Profile' (highlighted in blue), 'Wishlist', 'Message', 'Purchase History', and 'Logout'. The main content area is titled 'Personal Information' and contains the following fields:

- Full Name: student3
- Email Address: student@example.com
- Phone Number: 6472623458658
- Website: (empty)
- Facebook: bemelekag@mailinator.com
- Twitter: pasuxi@mailinator.com
- Linkedin: voxijuve@mailinator.com
- Skills: content creator x
- Biography: (empty text area)

At the bottom of the form is a 'Save changes' button.

1. Login to Academy LMS Laravel using your credentials.
2. Click on your profile, and then click on **My Profile**.
3. Click on the field for **Full Name**, and provide your full name.
4. Next, click on the field for **Email Address**, and provide your email address.
5. Next, click on the field for **Phone Number**, and provide your phone number.
6. Next, click on the field for **Website**, and add a website url that you wish to share.
7. You can provide your social media URLs inside the **Facebook, Twitter and LinkedIn** fields respectively.
8. Next, enter your skill names inside the **Skills** field. You can insert them separated by the enter button.

Skills

9. Next, click on the field for **Biography**, and add some details about yourself.
10. Click on **Save Changes**.
11. The profile information will be updated.