

# How to Access your Dashboard on EduBuddy

## 1. VISIT THE EDUBUDDY WEBSITE

- OPEN YOUR BROWSER (CHROME/FIREFOX) AND GO TO [HTTPS://EDUBUDDY.ONLINE/](https://edubuddy.online/).

## 2. LOG IN TO YOUR ACCOUNT

- ON THE LOGIN PAGE, ENTER YOUR USER ID AND PASSWORD.
- IF YOU DON'T HAVE YOUR LOGIN CREDENTIALS, CONTACT YOUR ADMIN OR HR.

## 3. FORGOT PASSWORD?

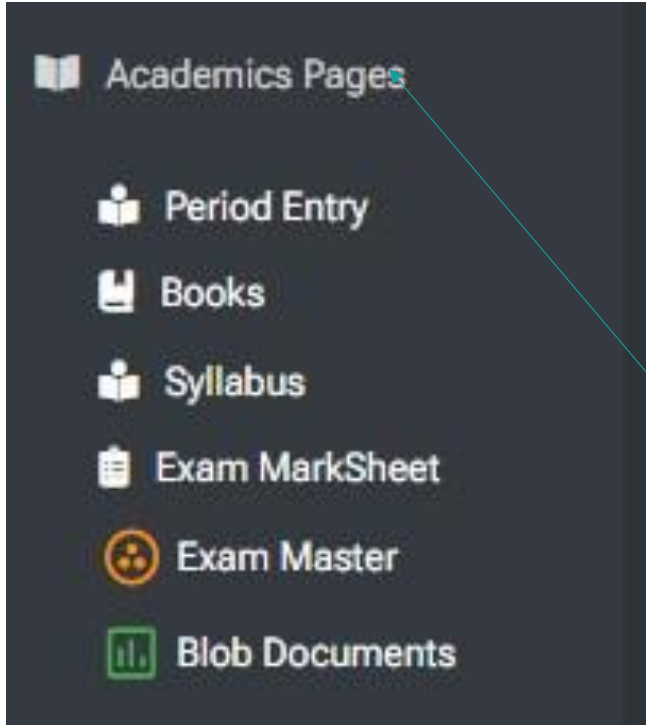
- IF YOU'VE FORGOTTEN YOUR PASSWORD, CLICK ON THE "FORGOT PASSWORD" OPTION AND FOLLOW THE STEPS TO RESET IT.

## 4. ACCESS YOUR DASHBOARD

- ONCE YOU'VE LOGGED IN, YOUR DASHBOARD WILL APPEAR. FROM HERE, YOU CAN EXPLORE ALL THE FEATURES AND MODULES OF EDUBUDDY.



# How to Create New Chapter



1. Click on  
**"Academics Pages"**



2. Then  
Click on  
**"Books"**



<a href="#">Excel Export</a> <a href="#">PDF Export</a> <a href="#">Print</a>							Columns ▾	Search <input type="text"/>
CLASS	SUBJECT	BOOK TITLE	TEACHER NAME	CHAPTERS	TOOLS			
> <a href="#">11 -</a>	<a href="#">Elementary Mathematics</a>	xyz	<a href="#">Rahul Singh</a>	1	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">11 - Science</a>	<a href="#">SCIENCE</a>	CROP PRODUCTION AND MANAGEMENT	<a href="#">Dipin Batham</a>	5	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">11 - Science</a>	<a href="#">SCIENCE</a>	Microorganisms: Friend and Foe	<a href="#">Dipin Batham</a>	0	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">11 - Science</a>	<a href="#">SCIENCE</a>	Our Pasts - III	<a href="#">Dipin Batham</a>	1	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">11 - Science</a>	<a href="#">SCIENCE</a>	Measurement	<a href="#">Dipin Batham</a>	0	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">11 - Science</a>	<a href="#">HINDI</a>	INTRODUCTION	<a href="#">Anshul Dev Verna</a>	0	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">11 - Science</a>	<a href="#">Physics</a>	khisitiz	<a href="#">Kaptan</a>	2	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">11 - C</a>	<a href="#">Physics</a>	SI arora		2	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">2 - B</a>	<a href="#">Math's Magic</a>	R L Agarwal	<a href="#">Manish Choubey</a>	3	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">2 - B</a>	<a href="#">Math's Magic</a>	new book	<a href="#">Manish Choubey</a>	1	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">2 - B</a>	<a href="#">Math's Magic</a>	new book	<a href="#">Manish Choubey</a>	0	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
> <a href="#">2 - B</a>	<a href="#">Math's Magic</a>	new book	<a href="#">Manish Choubey</a>	0	<a href="#">Details</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	
Count: 70								



After Click on Books, the List of Books Appeared

A blue rectangular button with the word "Details" in a pixelated, multi-colored font.

Details

A thin blue arrow pointing from the text box to the "Details" button.

Click on  
"Details" of The  
Selected Book

A blue rectangular button with the text "Add New Chapter" in a white, pixelated font.

Add New Chapter

A thin blue arrow pointing from the text box to the "Add New Chapter" button.

Click on  
**"Add New  
Chapter"**



## Fill Details of chapter

Number  Title

Exercises  Lectures

Click on "Save Chapter"

Excel Export PDF Export Print				
NO.	CHAPTER TITLE	EXC R	ALLOTT ED	EXAMS
> 1	revision	5	10	

After Saving chapter and it is added successfully.

