



The CoursePro handbook draft 3.

Please send comments and suggestions to [MeehlSoftware@hotmail.com](mailto:MeehlSoftware@hotmail.com) or make a post in the forum. <http://CoursePro.pdagrad.com>

## **Introduction**

CoursePro is a highly versatile application for keeping track of courses, course data, assignments, and grades. It runs on the very powerful open source SuperWaba platform, allowing it to be used on a wide range of devices including devices running PalmOS, PocketPC, and MS Windows. Ideal for any student from the high school level up to graduate level, CoursePro incorporates an intuitive interface and a hearty feature set to provide the ideal environment for your academic needs.

CoursePro incorporates the following basic feature sets. This guide will get into each one in detail in later sections.

- ✓ Keep track of assignments listed by course
- ✓ Choose to show all assignments, hide graded assignments or hide completed assignments to make viewing assignments simple
- ✓ View assignments by day in calendar view
- ✓ Assignment typing (homework, test, quiz) and weighting system
- ✓ Course weighting system (credits)
- ✓ Grading system with automatic GPA calculation and breakdown based on assignment types.
- ✓ Keep track of your schedule.
- ✓ Customizable grading definitions.
- ✓ Customizable color interface.
- ✓ CoursePro will run on Palm, PocketPC/WinCE, and Windows.
- ✓ Run the desktop version and sync with your device

## **Installation**

### **PalmOS**

First install SuperWaba by unzipping one of the supplied SuperWaba zip files. You will only need the one that corresponds to your particular version of PalmOS. Install SuperWaba by HotSyncing all 4 files.

Now you can install CoursePro by unzipping the CourseProXXX\_Palm.zip file and HotSyncing both files to your device.

### **PocketPC**

First install SuperWaba by running SuperWabaSetup.exe. Then you can install CoursePro by running CPXXXSetup.exe. In both cases you must install the programs to their default location.

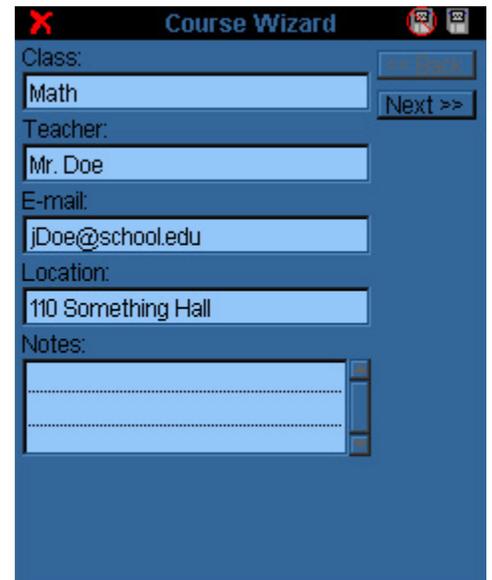
## Windows

Unzip the CourseProXXX\_Win32.zip file to your [C:\](#) directory. If you wish to install CoursePro to another location you may do so. The README file which is contained in the zip file will explain how to do this.

## Getting Started

When you run CoursePro for the first time, you will be presented with a nearly blank screen. Before you can start entering in assignments you have to create at least one course. In the 'View' menu tap on 'New Course Wizard'.

This wizard will allow you to enter in any information that you need to keep track of for a particular course. After filling in at least the course name, you can fill in as much or as little as you want or need. At any time during this wizard you can click on the disk icon in the top right corner to save what you have entered or click on the crossed out disk to its left to cancel creation.

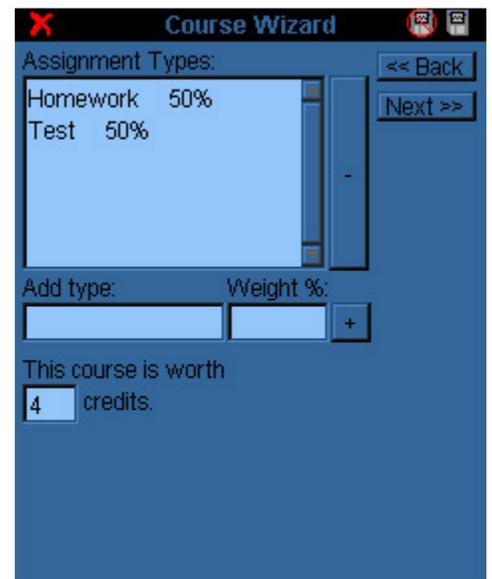


The screenshot shows the 'Course Wizard' window with the following fields and values:

- Class: Math
- Teacher: Mr. Doe
- E-mail: jDoe@school.edu
- Location: 110 Something Hall
- Notes: (empty text area)

Navigation buttons include '<< Back' and 'Next >>'. A disk icon is visible in the top right corner.

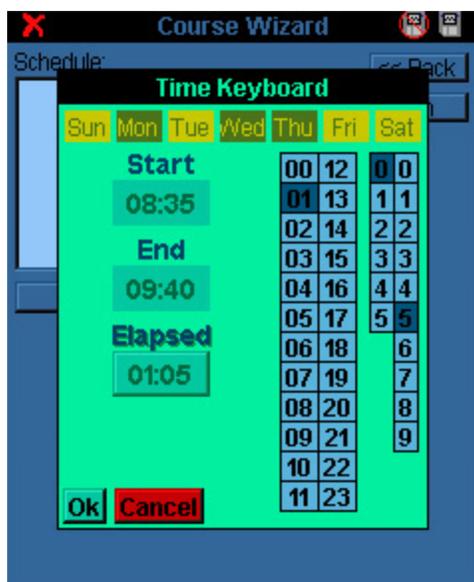
Click 'Next' when you are finished with the first screen. Now you can enter in the assignment types that are relevant for this course. Assignment types are the way that CoursePro knows how to calculate your grades based on weights. At the beginning of a semester/quarter your professor might tell you that homework is worth 50% of your final grade. Just enter the information then click on the '+' button to add it to the list. To change a type in the future, just remove the one you would like to change then re-add it with the new percentage. One thing to note is that the types do not have to add up to 100%. If you enter 50% for each of two types (as in the picture), scoring would be identical if you instead entered 100% for each. Also, enter in the number of credits this course is worth towards your overall GPA.



The screenshot shows the 'Course Wizard' window with the following fields and values:

- Assignment Types: Homework 50%, Test 50%
- Add type: (empty field) Weight %: (empty field) +
- This course is worth 4 credits.

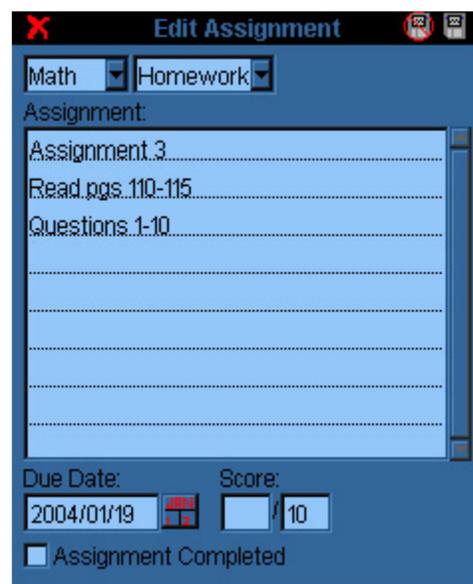
Navigation buttons include '<< Back' and 'Next >>'. A disk icon is visible in the top right corner.



Click 'Next' again to go to the next screen. Here you can add in your schedule information so that you will have it at any time. You can add any number of day sequences by clicking on the + button and selecting two of the three pieces of information: Start time, end time, and duration. Click 'Finish' when you are done adding your schedule information.

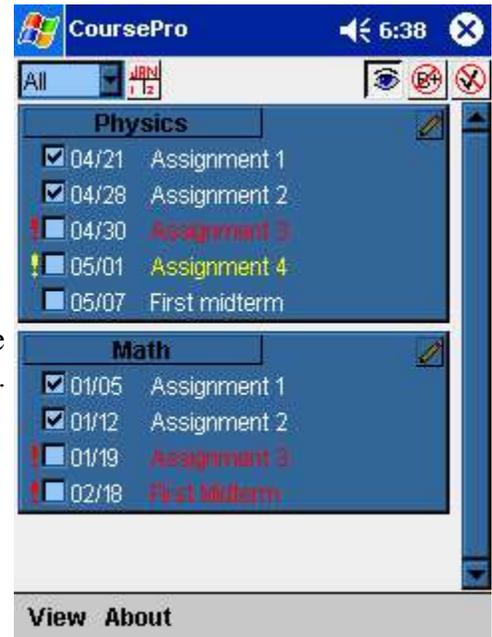
After finishing you will be back at the main screen again, and you will see your new course. Now you can add an assignment to this new course by clicking on its  button. In the 'New Assignment' dialog there are two drop down lists at the top. The one on the left is a list of the courses available. Changing this will change which course this assignment is added to. On the right is a list of assignment types for this particular course. This is where you tell CoursePro that your assignment is a member of the homework type we created earlier. If you pick '-NONE-' this assignment will not be counted in the grades report. If you pick custom a new box will appear that will allow you to enter in what percentage of your overall grade this assignment is worth. It's as if this assignment were in its own assignment type by itself.

Put in the assignment name on the first line of the assignment box. Enter any details you need to remember for this assignment below the name. Anything you enter on the first line will show up on the main screen, unless it is too long to be displayed properly. Click on the button next to the due date field to pick a due date for this assignment. At the least you need to enter an assignment name to be able to save the assignment. Everything else is optional. Click on the disk icon to save this assignment.



## Views, Filters, and Editing Information

Now that you have all of your courses and assignments entered, you might change how the screen looks. Let's say that you finished a couple of assignments and have checked them off. Now that they are finished you don't need to see them anymore, right? Change your view filter to 'Hide Completed' by clicking on the  button and anything that was checked will disappear. You want to see all of your assignments again? No problem. Just click on the  button and all of your assignments are visible again. What is the  button for? If the other button was hide completed, this one must be hide graded. Why would you hide graded assignments you ask? Well let's say you have finished an assignment but you didn't get your grade for it yet. It will be checked off so that you don't need to see it all the time. Now, you get your grade back but you don't want to search through all of the assignments you've had this semester just to put one grade in, so you use the hide graded button and all of the assignments that have grades disappear. You can still see the assignments that are checked off, though, as long as they are not graded. This allows you to easily pick out which assignment you want to edit so that you can enter a grade.



Now, you need to enter in a grade or modify an assignment or course. Clicking on the titles of courses or assignments will bring you to the same editor window that you used to create them. In the edit windows you will see a new  button. Use this button to remove an assignment or course. If you need to change a due date you can do so right from the main screen by clicking on the date.

A red exclamation point will appear next to an assignment that is due today or is late. A yellow exclamation point will appear next to an assignment that is due tomorrow. If an ellipsis (...) appears next to your assignment's title it means that there is at least one more line in this assignment's description.

The dropdown listbox at the top left of the main screen is a list of all of your courses. Selecting one will allow you to see only that course and all others will be hidden. Selecting 'All' will show all of your courses.

## Calendar View and Grades Report

The calendar view allows you to view what you have due on a day-by-day basis. The left and right arrow buttons are used to change to the previous and next weeks. Tap on any particular day to zoom in on it if you cannot read the whole assignment. Assignments and courses are also interactive. Clicking on them will bring up their edit windows. Bring up the calendar view by clicking on View in the menubar or clicking on the calendar button on the main screen.



The grades report will calculate your averages ‘on the fly’. Grades are broken down by course, then assignment type, then assignment. Tap on an assignment type to expand it and see the assignments in that type. Tap it again to compress it. Your overall GPA is shown at the bottom of the grades report.

Grades are calculated in the following way:

All assignments in a particular type are averaged. That average is multiplied by the percentage that the assignment type was worth. This value is then added to the other assignment type’s values. The total is normalized so that it is still on a 100% scale (in case your assignment types were worth more or less than 100%). The total is then displayed next to the course along with its corresponding GPA point value and letter grade. Your final GPA is calculated by multiplying the GPA point value (on a 4.0 range) by its credit value then averaging them out with the rest of the courses. All other averages up to this point are calculated using their respective percentages not the GPA point value equivalent.

The screenshot shows a 'Grades Report' interface. It lists courses and their associated assignments with GPA points and percentages. The 'Physics' course is expanded to show 'Homework' and 'Midterm' sections. The 'Math' course is also visible.

Course	Assignment Type	GPA Point	Percentage
Physics		B+ 3.333	87.6%
- Homework		3.000	85%
Assignment 1			80%
Assignment 2			85%
Assignment 3			90%
- Midterm		3.667	92%
First midterm			92%
Math		A 4.000	95%
+ Homework		4.000	95%
Current GPA		3.6665	

## Options

Open the options window to change color settings, grading options, the order courses are displayed on the main screen, and other options. The options selection is under the view menu.

One of the options which needs greater explanation is under the 'database' tab. The database is where all of your settings/course/assignment information is stored. This tab allows you to set where your database will be stored when the program is closed. The option is available in Windows or WinCE/PocketPC only. It is designed to allow you to sync your database with your pc more easily by allowing the database to be copied to a destination where the device will automatically sync it to the computer.

## **Syncing in Detail**

### **Palm Devices**

Palm devices automatically backup your database to the PC. Therefore you do not need to change any settings on your Palm version of CoursePro. To set up syncing you need to find out where your Palm Desktop software is storing your database, and enter this information into your desktop version of CoursePro. You can do so by using the search function in Windows. Search for 'CourseData.pdb'. Keep in mind, you have to have used CoursePro and synced your device to your PC at least once for this file to exist on your PC. The file is usually located in a folder named backup or archive under your Palm Desktop's installation directory. For example: If you find the file at "C:\palm\UserName\backup\CourseData.pdb" enter "C:\palm\UserName\backup" into the first box of the database tab, leaving the file name off. The second box is to tell CoursePro which program to use to sync this file to your Palm after editing it. You need to put the location of the Palm syncing program into this box. Using our example from above, we would need to enter "C:\palm\pdbsync.exe" into the second box. The program name may be different but the program is always in the Palm Desktop installation directory. If you are unsure, it is the program that opens when you double click on any PDB or PRC file in order to install it to your device.

### **PocketPC/WinCE Devices**

ActiveSync has the ability to sync everything in your "My Documents" folder on PocketPC devices. Make sure you have ActiveSync set to sync the 'files' option. On your device, open CoursePro and go to the database tab of the options window. Enter "/My Documents" in the first box. Leave the second box blank. On your PC open CoursePro and go to the database tab of the options window. Enter the location where ActiveSync is storing your synced files in the first box. The location is usually a folder inside your "my documents" folder on your PC. Again, leave the second box blank.

### **All devices**

If you have set these settings correctly, you will be able to make changes to your assignments/courses on your device then sync using your normal Palm/PocketPC sync method and then see these changes on your PC (or vice versa). On all devices you must make sure that CoursePro is not running before starting a sync. If CoursePro is running

and you start a sync you could lose your current changes or worse. As always, it is wise to manually backup your CourseData.pdb file in case there is any trouble.

### **Additional Information**

If you have any questions, comments, or suggestions please submit them to the CoursePro support forum. You can find this forum by navigating to the CoursePro homepage and clicking on the forum link. [Http://CoursePro.pdagrad.com](http://CoursePro.pdagrad.com)