MyCSU Android Application Manual

Part 1: Getting started in the MyCsu android app.

Step 1: Install the downloaded apk file.

Step 2: The user may log-in using his/her CSU account. The settings button beside the log-in button let the user change the uri where the app connects to access the CSU server. It is better for the user to not change the uri unless he/she is told to.
Part 2: Using the Services.

The image below shows the 6 services the user can use in this android app. The student can access the services in the main page menu and in the navigation menu that also provide the users basic information (shown below).

- **My Grades**: Display the grades of the student, given the school year and semester.
- **My TOR**: Displays all the students’ grades from his/her first year, first semester until his/her most current set of grades.
- **My Clearance**: Displays the clearance status of the student, given the semester and school year.
- **My Schedule**: Displays the students schedule, given the semester and school year.
- **My Bills**: Displays the students assessment record including his/her payment history, current balance and total payables, given the semester and school year.
- **Offered Subject**: Displays the offered subject, its schedule and room assignments needed by the students, given the subject code, school year and semester the offered subject is desired.

A. **My Grades**

Provide the **school year** and **semester** then tap the search button to display the grades needed. If the user wants to know if his/her INC has been complied, just tap the grade with the INC.
B. My TOR

This service displays the entire grade record of the student. When the Semester text is clicked the entire grade for that semester will collapse for a better user experience.

C. My Clearance

Provide the school year and semester then tap the search button to display the clearance information needed. If the student has uncleared liabilities, it will be displayed with red background and in blue otherwise as seen below.
D. My Schedule

Provide the **school year** and **semester** then tap the search button to display the schedule needed. The student schedule can either be viewed in table form or in list form. The table form looks better if the user is using a tablet instead of a smartphone.

![Table View](image1)

**Table View**

![List View](image2)

**List View**

E. My Bills

Provide the **school year** and **semester** then tap the search button to display the school bills the user needed to know. There are two buttons right below the search button which are the subject load that displays the units the user is currently enrolled to and the assessment record button that displays the detailed school fees the user needs to pay. The last two sections display the payment history of the user and the account summary that displays the total payable, total payment and the users remaining balance.

![My Bills](image3)

**My Bills**

![My Bills](image4)

**My Bills**
F. Offered Subject

Provide the **subject code** of the subject searching for; choose any of the **search filter** desired and enter the **school year** the subject is needed and tap the search button to display the result. Once the result is displayed and the user wants to search other subject, tap the circle shaped search button located on the upper right of the screen.

![Offered Subject Interface](image1.png)

**Part 3: Other Options**

The user can find the other options by tapping the overflow icon on the action bar which is shown below,

![Overflow Icon](image2.png)

Or if the device's Android version is 4.2 below then you can access the option menu using the option button located on the bottom of your device which is shown below.

![Option Menu](image3.png)
There are three options the Settings, Logout, and send Feedback. The **Settings** option displays and functions the same as the settings button found on the log-in screen explained on Part 1 Step 2 of this user manual, the **Logout** button is used if the user wants to logout of the application and the **Send feedback** button is used if the user wants to send his/her reviews, comments, error reports and suggestions to the developer of the app for further improvement as shown below.