

Ekattor 8 Club Feature

A **Club** feature in Ekattor 8 is a dedicated space where students can explore interests beyond academics. It helps schools encourage creativity, teamwork, leadership, and extracurricular engagement in an organized digital environment.

The **Admin** plays a central role by creating clubs, assigning teachers, approving activities, and monitoring overall performance. Admins ensure clubs align with school policies while maintaining full control from a single dashboard.

The **Teacher** acts as the club coordinator. Teachers manage members, plan activities, post updates, and guide students. This makes communication clear and keeps every club active, structured, and goal-oriented.

The **Student** can easily join clubs, view activities, receive updates, and participate in events. This builds confidence, collaboration skills, and a stronger connection with school life.

The system works smoothly: Admin creates the club, assigns a teacher, students join, and activities are managed digitally. Everything stays transparent, organized, and easy to track.

Customer Key Benefits at a Glance:

- Organized extracurricular management
- Improved student engagement
- Clear teacher–student collaboration
- Centralized admin control

Schools choose Ekattor 8 because it offers a complete digital campus solution that goes beyond academics and supports holistic student development.

Conclusion:

The **Club** feature transforms extracurricular activities into a structured, engaging, and manageable experience, making Ekattor 8 a smart investment for modern schools.

Admin Panel

How to Manage a Club

Manage Club lets **Admins** organize and oversee student clubs easily in one place. Admins can create clubs, assign teachers, and monitor activities through a simple dashboard. It works seamlessly to keep extracurricular groups structured, boost student participation, and improve school engagement for a richer learning experience.

- Log in to the **Admin Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- Click the **Search** option and the desired club name, and the relevant club will display.
- When you click on the **Filter** option, an entry form will open.
- **Fill in the following details:**
 - **Tracher:** Enter the desired teacher name.
- Once all the fields are completed, click the **Apply** button to view the desired result.
- When you click the **Export** button, the entire list will be exported as a **PDF** and **Print**.
 - Click the **PDF** button to automatically download the selected document.
 - If you click the **Print** button, the selected document is automatically printed.

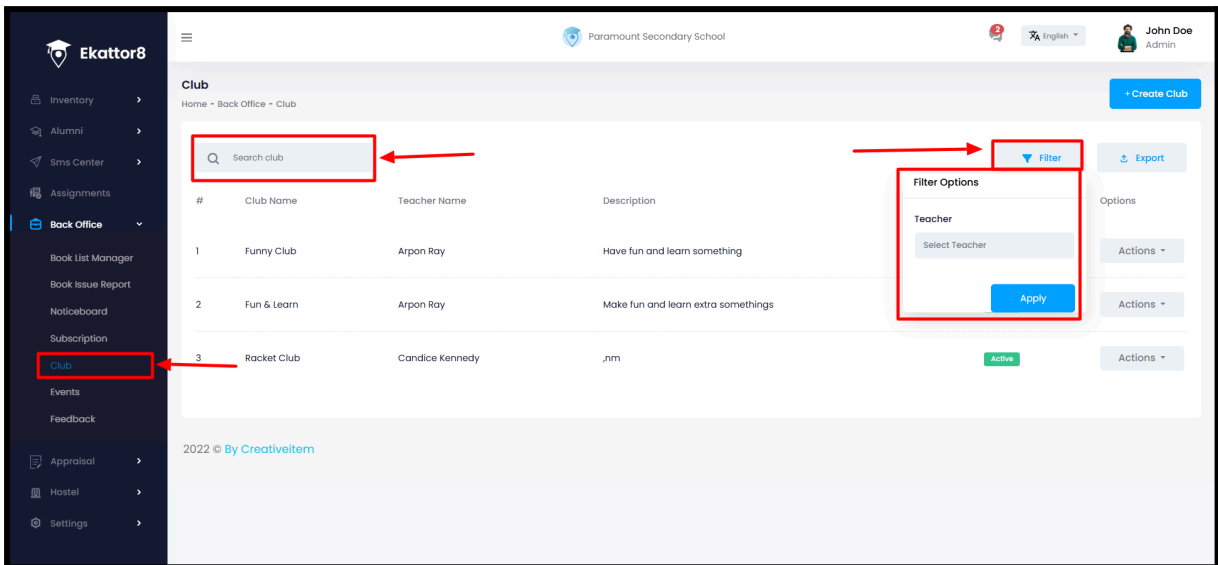


Figure- 1 Ekattor 8-Back Office-Club-Admin-Filter

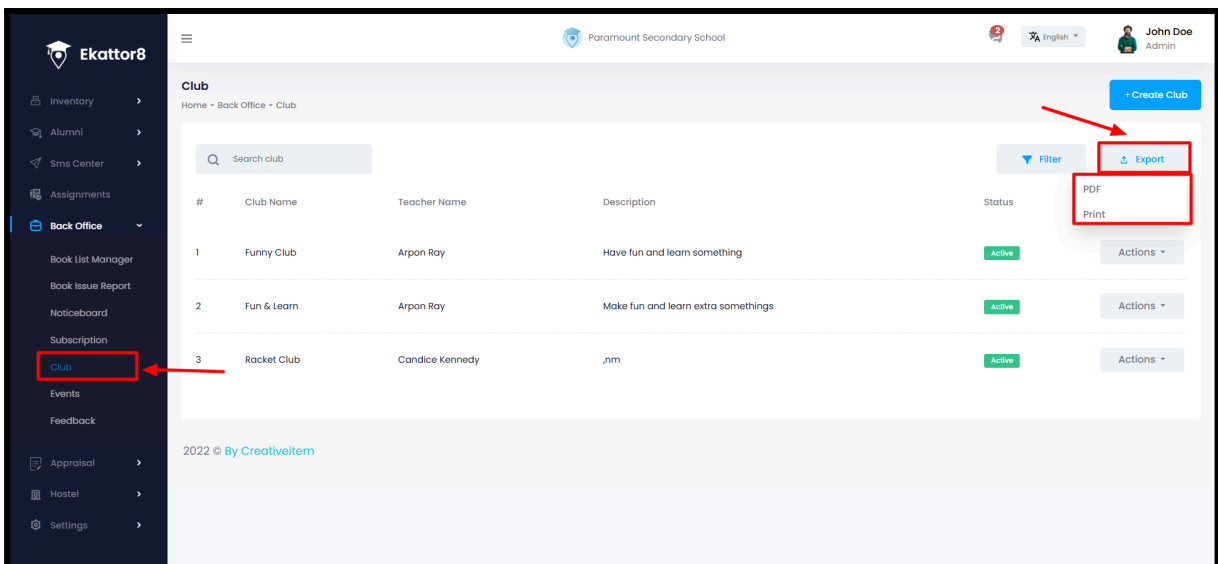


Figure- 2 Ekattor 8-Back Office-Club-Admin-Export

How to Add a Club

- Log in to the **Admin Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Create Club** button, an entry form will open.
- **Fill in the following details:**
 - **Club Name:** Enter the desired club name in the designated field.
 - **Advisor:** Select the desired advisor from the drop-down menu.
 - **Status:** Select the status Active or Inactive from the drop-down menu.
 - **Description:** Enter the desired description in the description field.
- Once all the fields are completed, click the **Save Club** button to save the information.

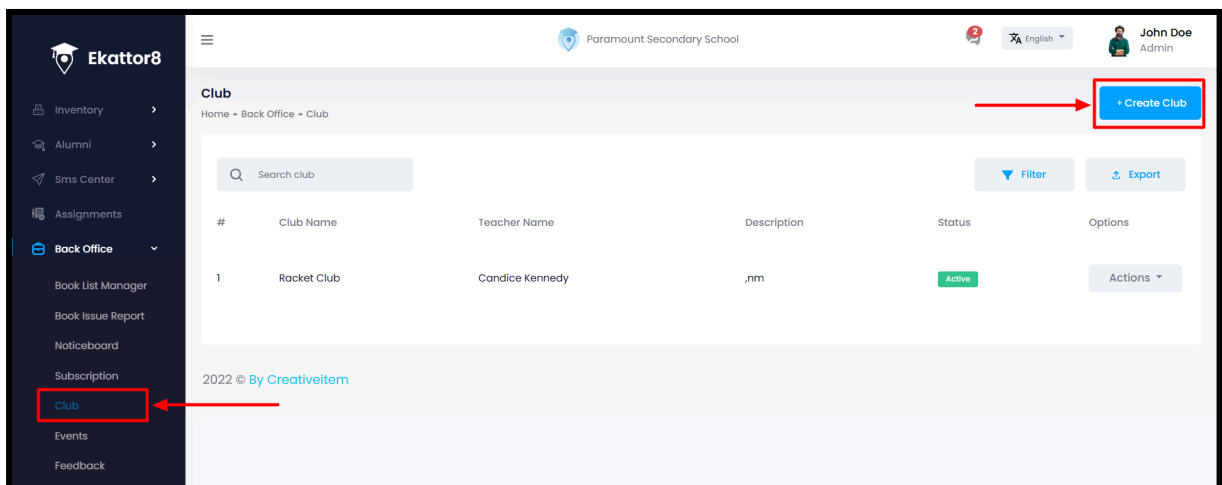


Figure- 3 Ekattor 8-Back Office-Club-Admin-Add Club

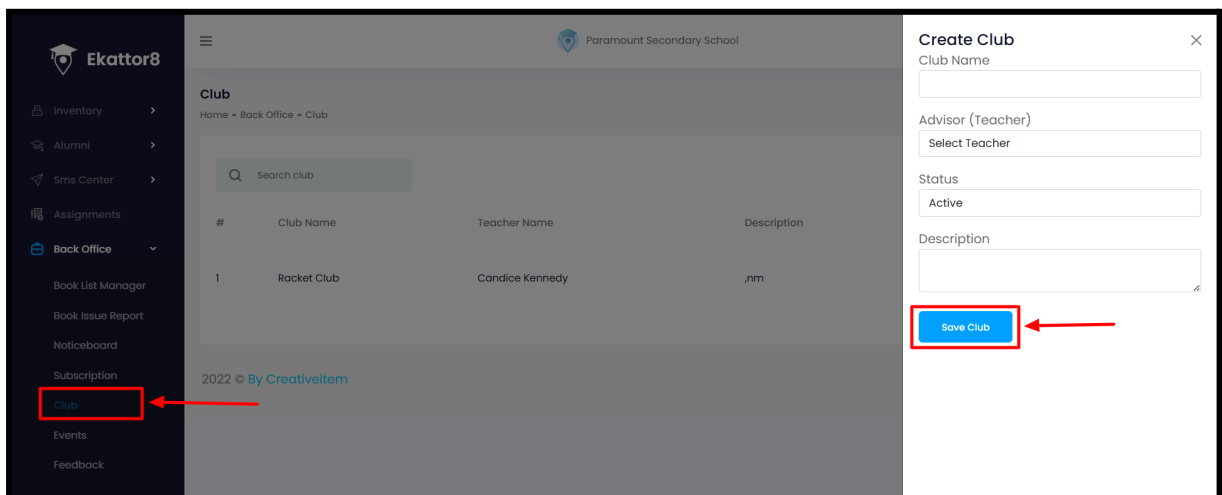


Figure- 4 Ekattor 8-Back Office-Club-Admin-Add Club

How to Edit Club

- Log in to the **Admin Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a new options window opens with **Edit, Club Members, Club Notice, and Delete**.
- When you click the **Edit** button, an entry form will open.
- **Fill in the following details:**
 - **Club Name:** Enter the desired club name in the designated field.
 - **Advisor:** Select the desired advisor from the drop-down menu.
 - **Status:** Select the status Active or Inactive from the drop-down menu.
 - **Description:** Enter the desired description in the description field.
- Once all the fields are completed, click the **Save Club** button to save the information.

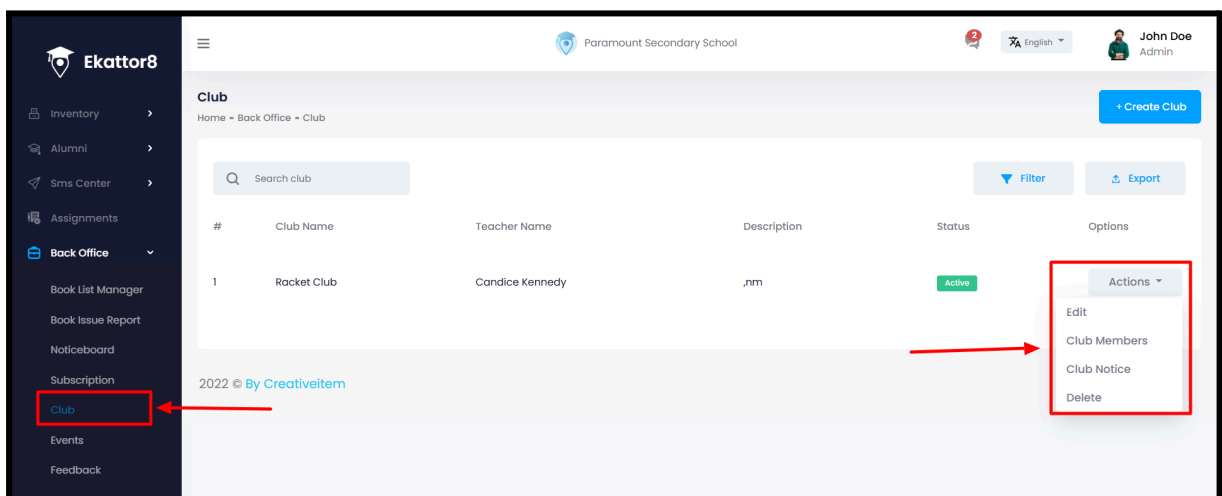


Figure- 5 Ekattor 8-Back Office-Club-Admin-Edit Club

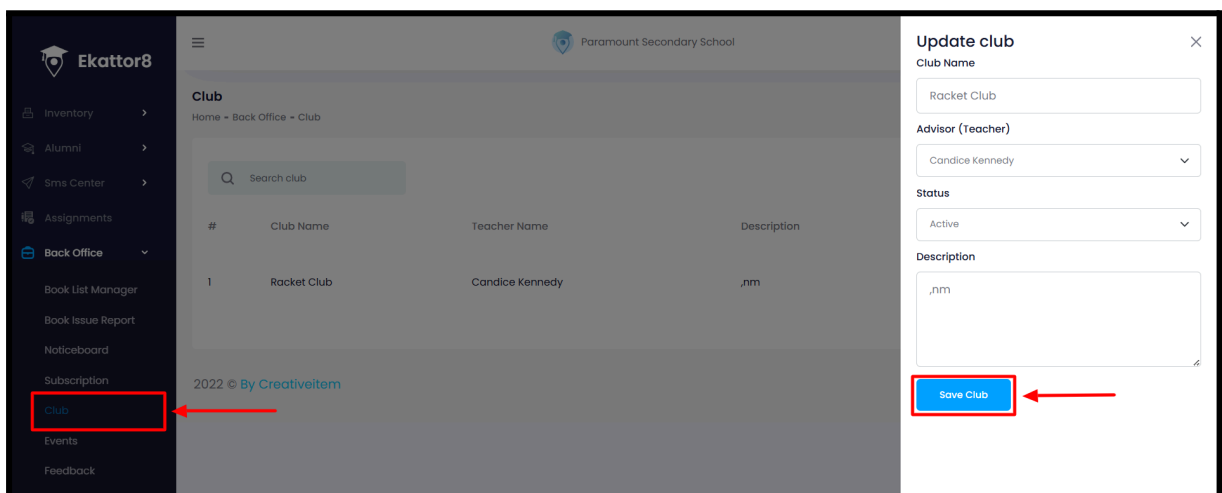


Figure- 6 Ekattor 8-Back Office-Club-Admin-Edit Club

How to Add a Club Member

- Log in to the **Admin Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a new options window opens with **Edit, Club Members, Club Notice, and Delete**.
- When you click the **Club Member** button, a new window will appear.
- Click the **Add Student** button, and an entry form will open.
- **Fill in the following details:**
 - **Student Name:** Select the student name from the drop-down menu.
- Once all the fields are completed, click the **Add Member** button to save the information.
- When you click the **Action** button, a new options window opens with **Delete** and **Disable**.
 - If you click the **Delete** button, a confirmation menu will pop up.
 - Click **Yes** to automatically delete the selected item, or **Cancel** to keep it unchanged.
 - If you click the **Disable** button, a confirmation menu will pop up.
 - Click **Yes** to automatically delete the selected item, or **Cancel** to keep it unchanged.

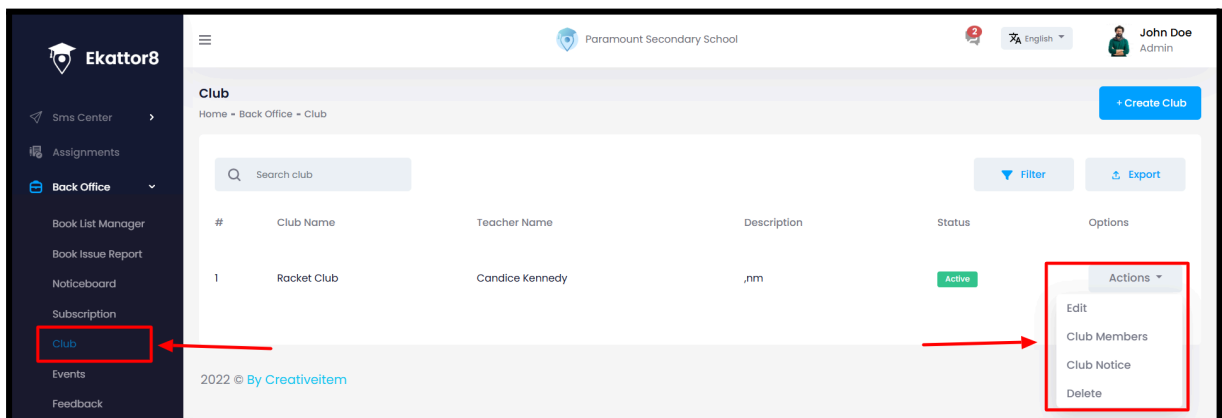


Figure- 7 Ekattor 8-Back Office-Club-Admin-Club Member

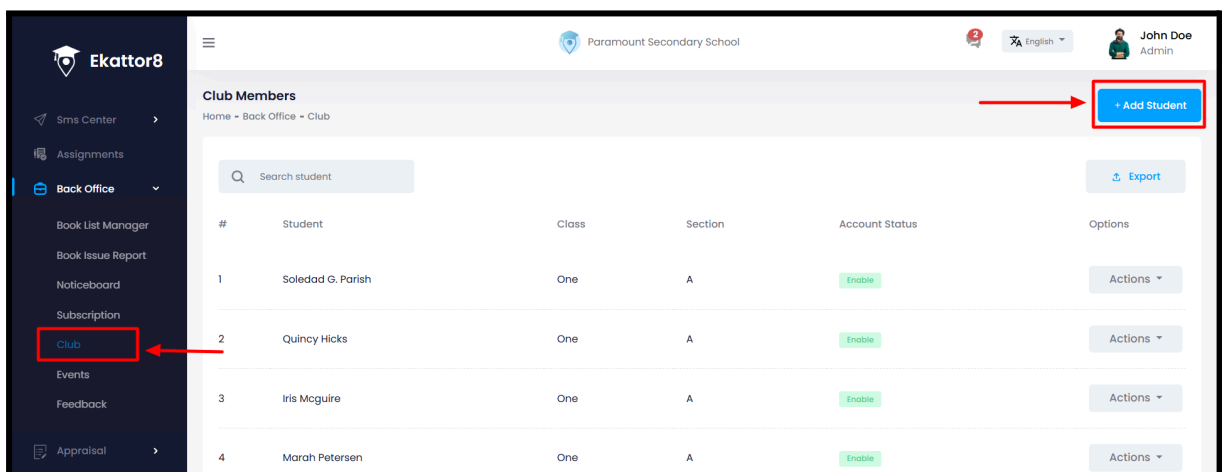


Figure- 8 Ekattor 8-Back Office-Club-Admin-Club Member

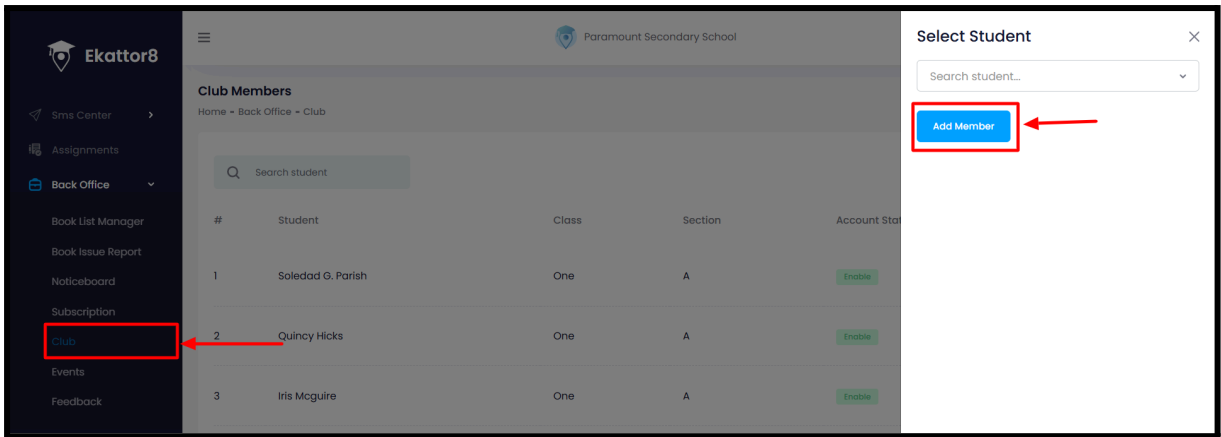


Figure- 9 Ekattor 8-Back Office-Club-Admin-Club Member

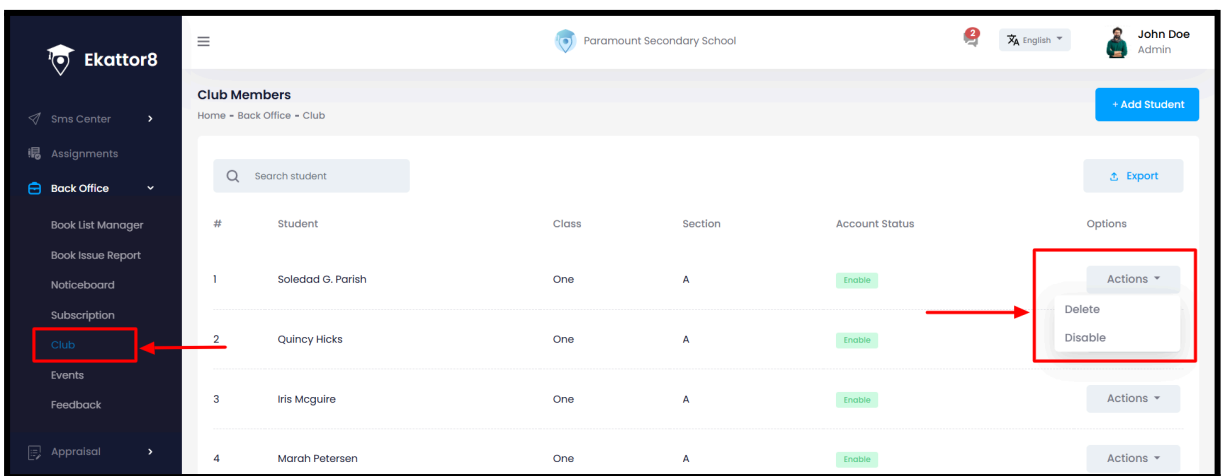
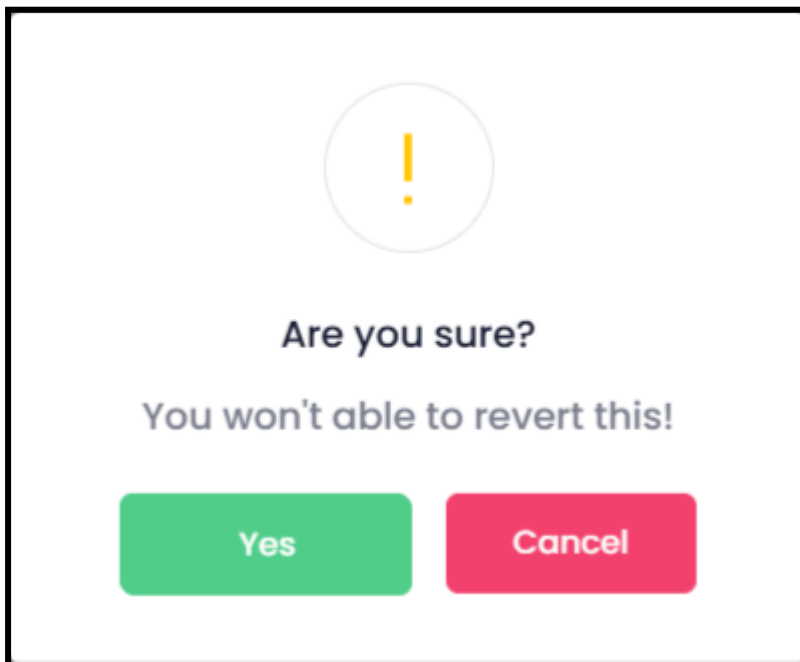


Figure- 10 Ekattor 8-Back Office-Club-Admin-Club Member delete



How to Add a Notice

- Log in to the **Admin Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a new options window opens with **Edit, Club Members, Club Notice, and Delete**.
- When you click the **Club Notice** button, a new window will appear.
- Click the **Create Notice** button, and an entry form will open.
- **Fill in the following details:**
 - **Title:** Enter the title of the notice in the designated field.
 - **Description:** Enter the desired description in the relevant field.
 - **Date:** Select the date from the drop-down menu.
 - **Photo:** Click the Choose File option to upload the image.
 - **Status:** Select the status Active or Inactive from the drop-down menu.
- Once all the fields are completed, click the **Create Notice** button to save the information.

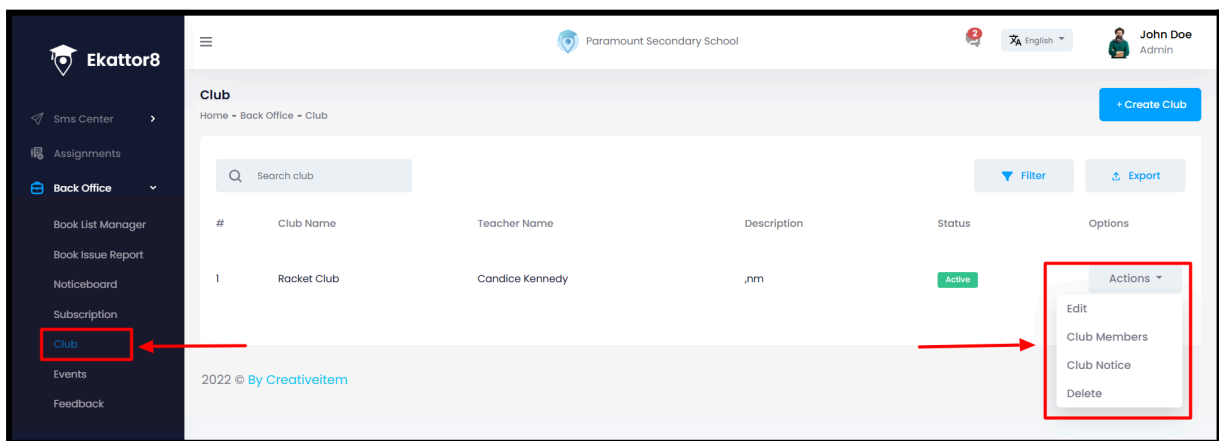


Figure- 12 Ekattor 8-Back Office-Club-Admin-Club Notice Add

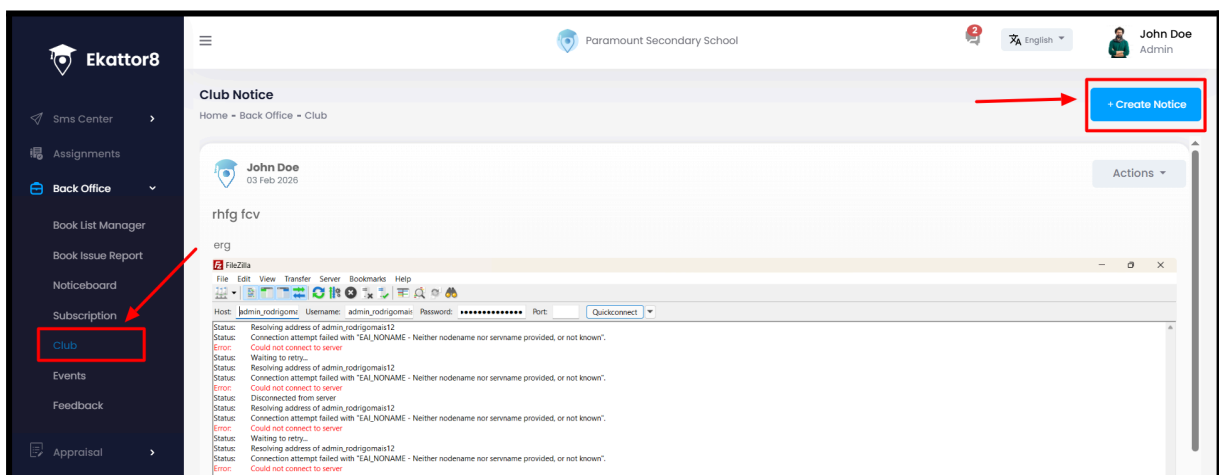


Figure- 13 Ekattor 8-Back Office-Club-Admin-Club Notice Add

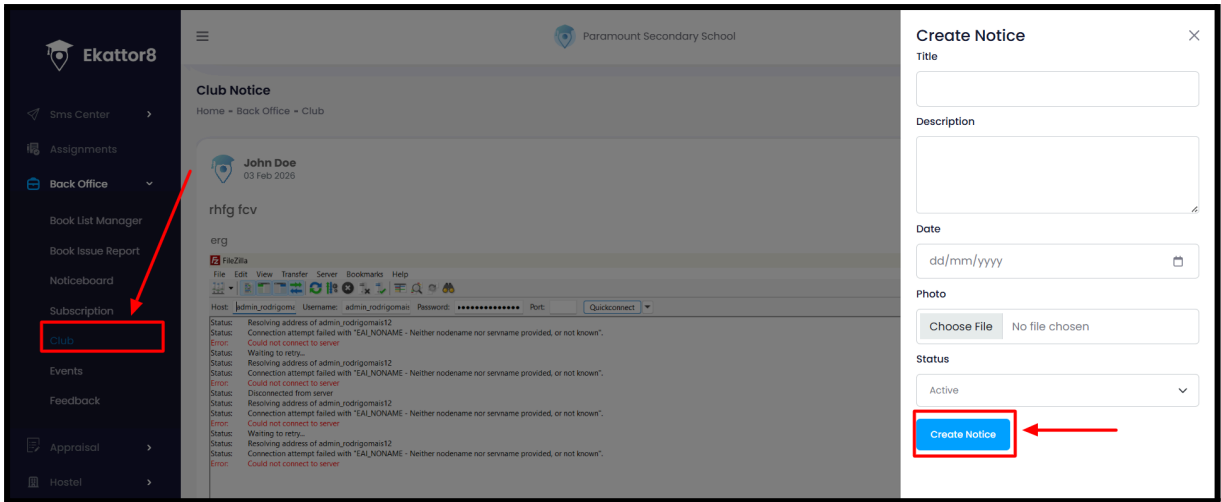


Figure- 14 Ekattor 8-Back Office-Club-Admin-Club Notice Add

How to Edit a Notice

- Log in to the **Admin Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a new options window opens with **Edit, Club Members, Club Notice, and Delete**.
- When you click the **Club Notice** button, a new window will appear.
- Click the **Create Notice** button, and a new window will appear.
- When you click the **Action** button, a new options window appears with **Edit and Delete**.
- Click the **Edit** button, and an entry form will open.
- **Fill in the following details:**
 - **Title:** Enter the title of the notice in the designated field.
 - **Description:** Enter the desired description in the relevant field.
 - **Date:** Select the date from the drop-down menu.
 - **Photo:** Click the Choose File option to upload the image.
 - **Status:** Select the status Active or Inactive from the drop-down menu.
- Once all the fields are completed, click the **Update** button to save the information.
- If you click the **Delete** button, a confirmation menu will pop up.
- Click **Yes** to automatically delete the selected item, or **Cancel** to keep it unchanged.

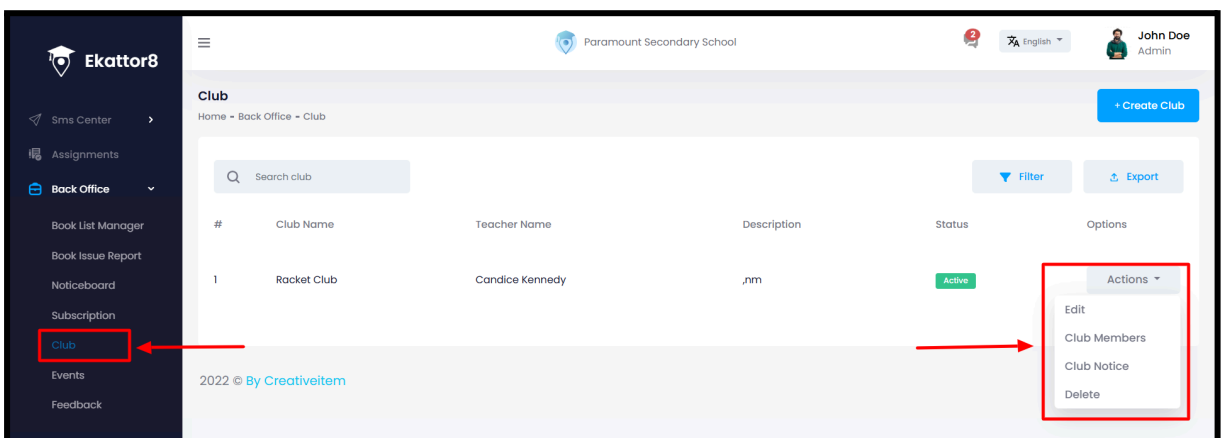


Figure- 15 Ekattor 8-Back Office-Club-Admin-Club Notice Edit

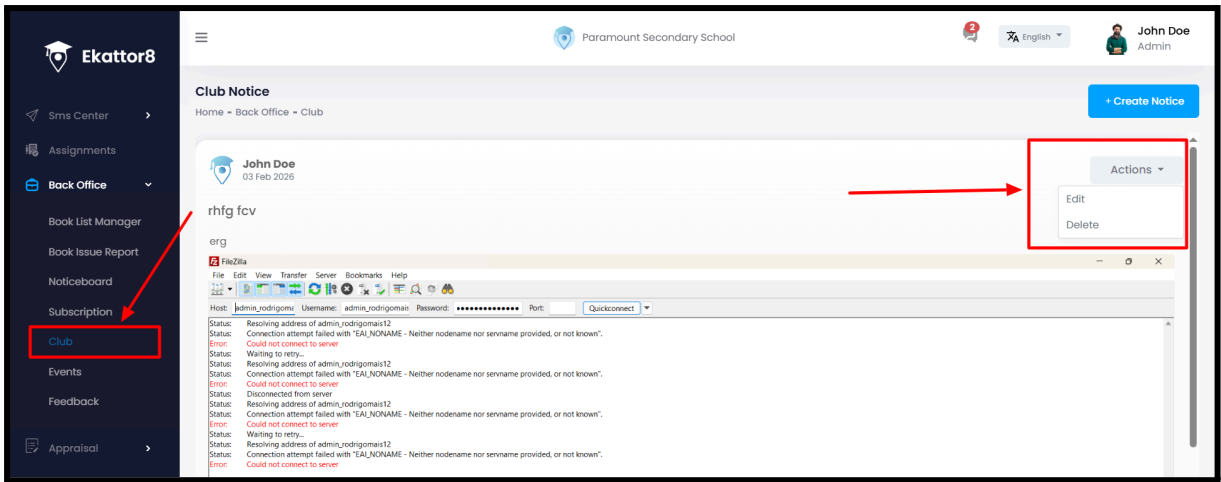
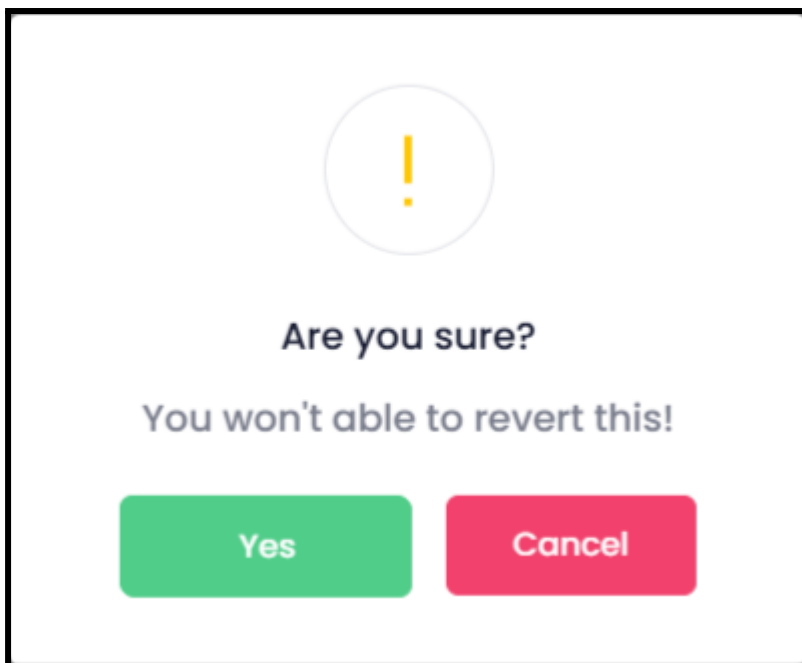
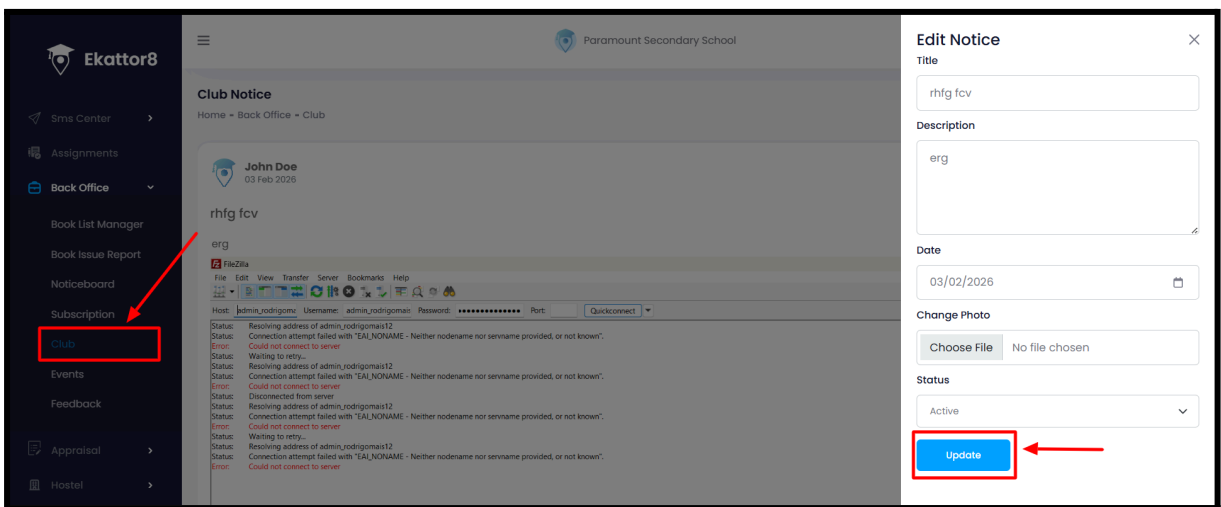


Figure- 16 Ekattor 8-Back Office-Club-Admin-Club Notice Edit



How to Delete a Club

- Log in to the **Admin Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a new options window opens with **Edit, Club Members, Club Notice, and Delete**.
- When you click the **Delete** button, a confirmation menu will pop up.
- Click **Yes** to automatically delete the selected item, or **Cancel** to keep it unchanged.

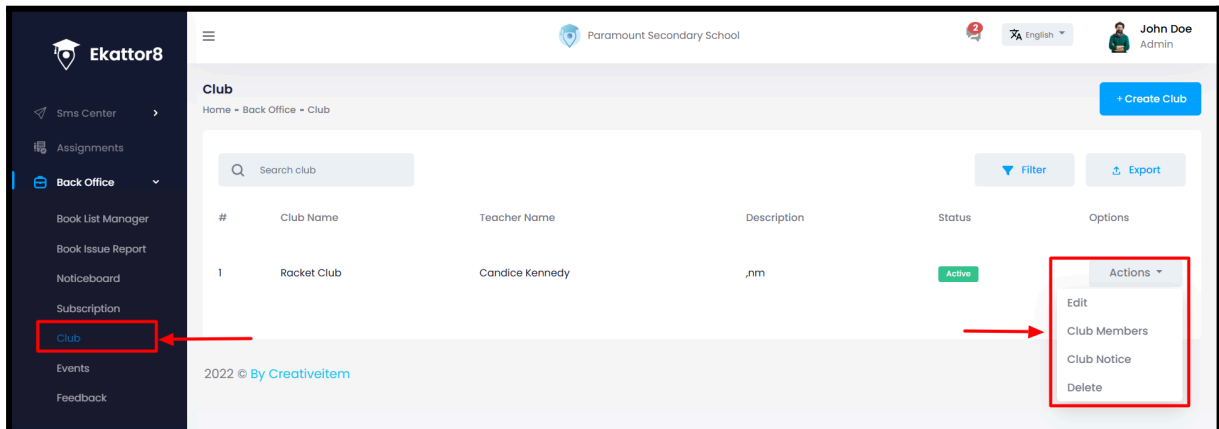
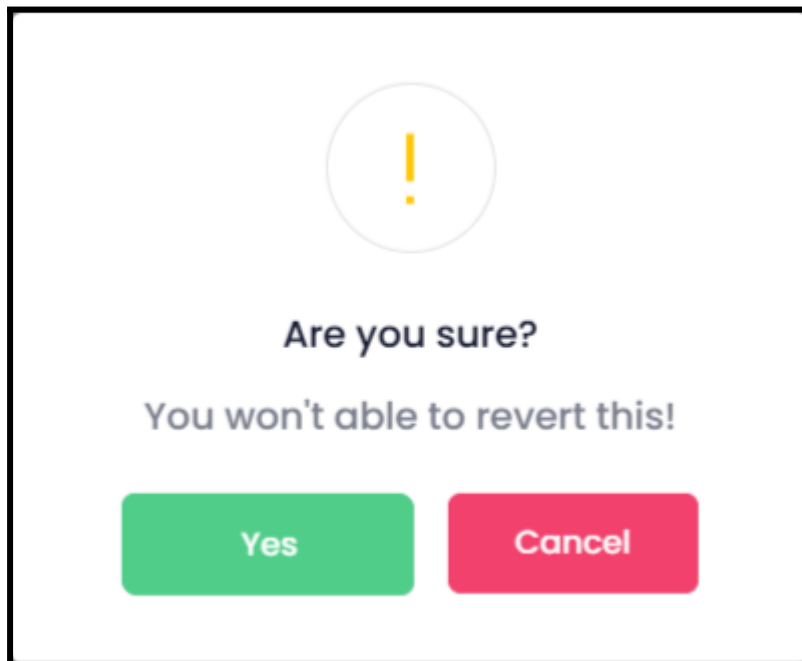


Figure- 18 Ekattor 8-Back Office-Club-Admin-Delete Notice



Teacher Panel

How to Manage a Club

Manage Club lets **Teachers** organize and lead student clubs easily. Teachers can add members, post notices, and run activities from a simple dashboard. It keeps club events structured, improves student involvement, and enhances communication, helping teachers build active, engaging learning communities with less hassle.

- Log in to the **Teacher Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- Click the **Search** option and the desired club name, and the relevant club will display.
- When you click on the **Filter** option, an entry form will open.
- **Fill in the following details:**
 - **Tracher:** Enter the desired teacher name.
- Once all the fields are completed, click the **Apply** button to view the desired result.
- When you click the **Export** button, the entire list will be exported as a **PDF** and **Print**.
 - Click the **PDF** button to automatically download the selected document.
 - If you click the **Print** button, the selected document is automatically printed.

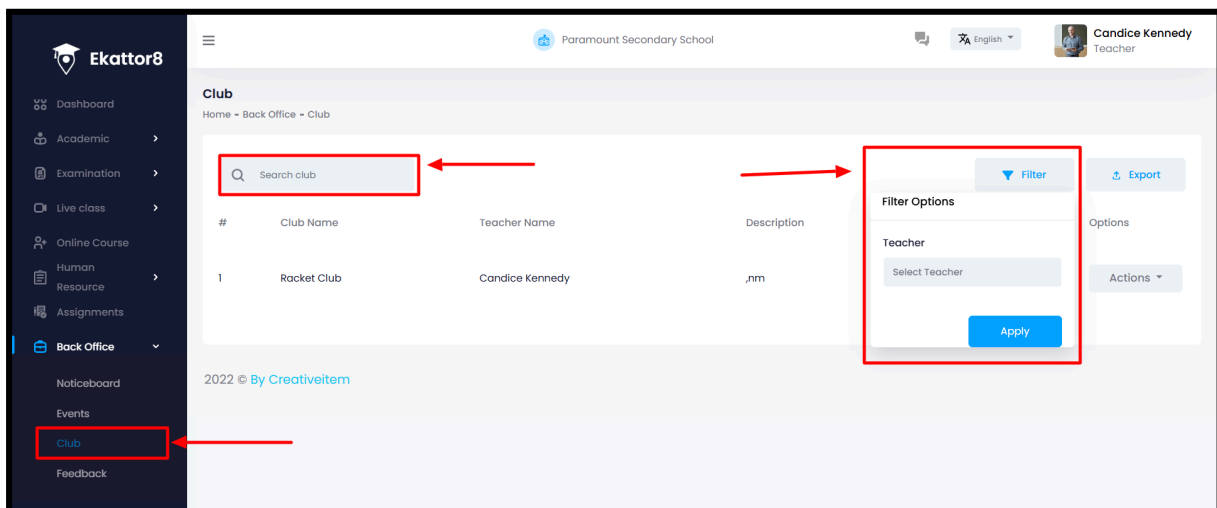


Figure- 19 Ekattor 8-Back Office-Club-Teacher-Filter

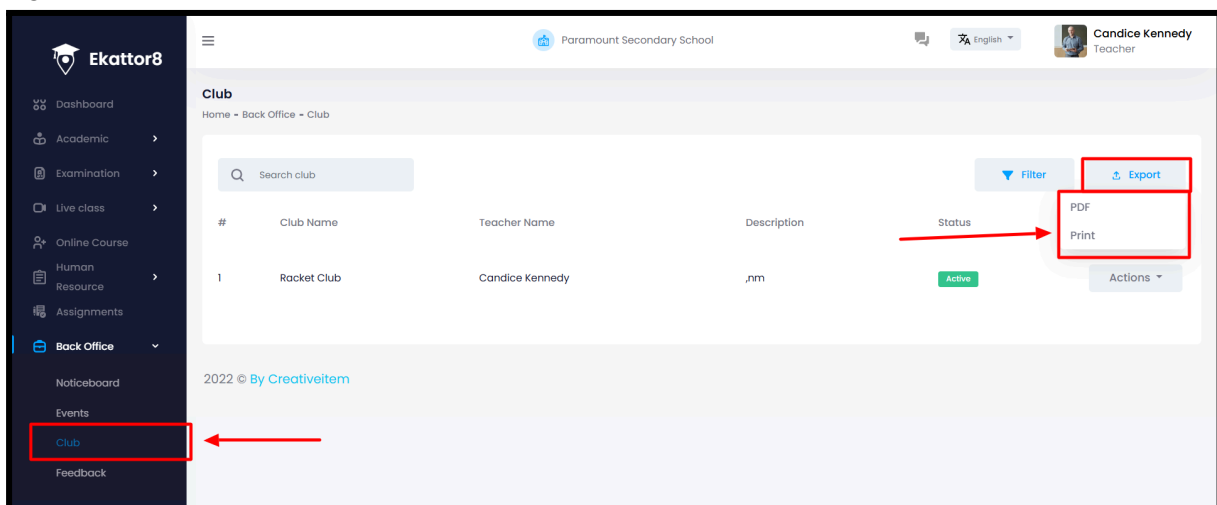


Figure- 20 Ekattor 8-Back Office-Club-Teacher-Export

How to Add a Club Member

- Log in to the **Teacher Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- Click the **Action** button to display a new window with **Club Members** and **Club Notice**.
- When you click the **Club Member** button, a new window will appear.
- Click the **Add Student** button, and an entry form will open.
- **Fill in the following details:**
 - **Student Name:** Select the student name from the drop-down menu.
- Once all the fields are completed, click the **Add Member** button to save the information.
- Click the **Action** button to open an options window with **Delete** and **Disable**.
 - If you click the **Delete** button, a confirmation menu will pop up.
 - Click **Yes** to automatically delete the selected item, or **Cancel** to keep it unchanged.
 - If you click the **Disable** button, a confirmation menu will pop up.
 - Click **Yes** to automatically delete the selected item, or **Cancel** to keep it unchanged.

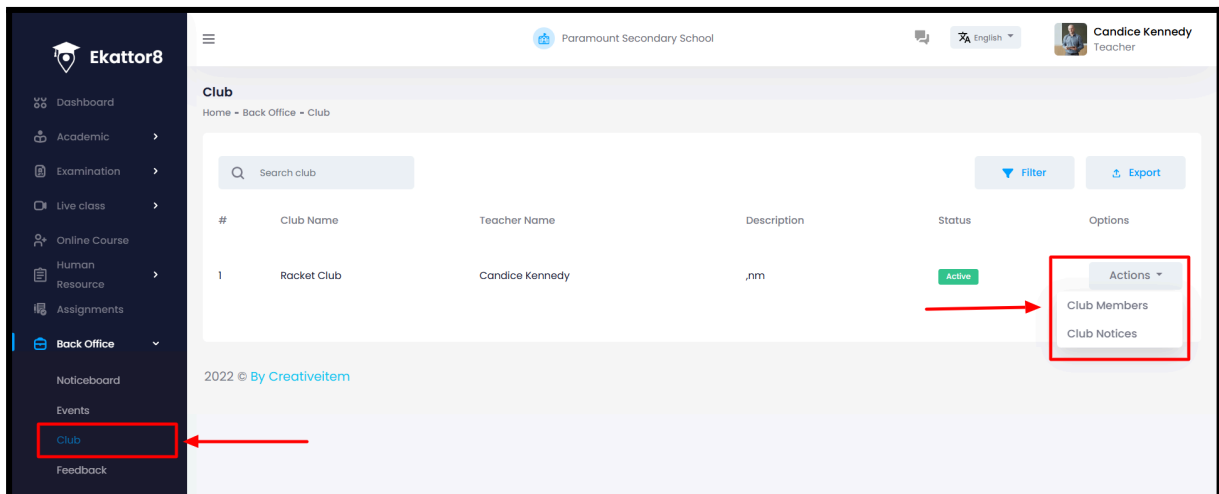


Figure- 21 Ekattor 8-Back Office-Club-Teacher-Add Club Member

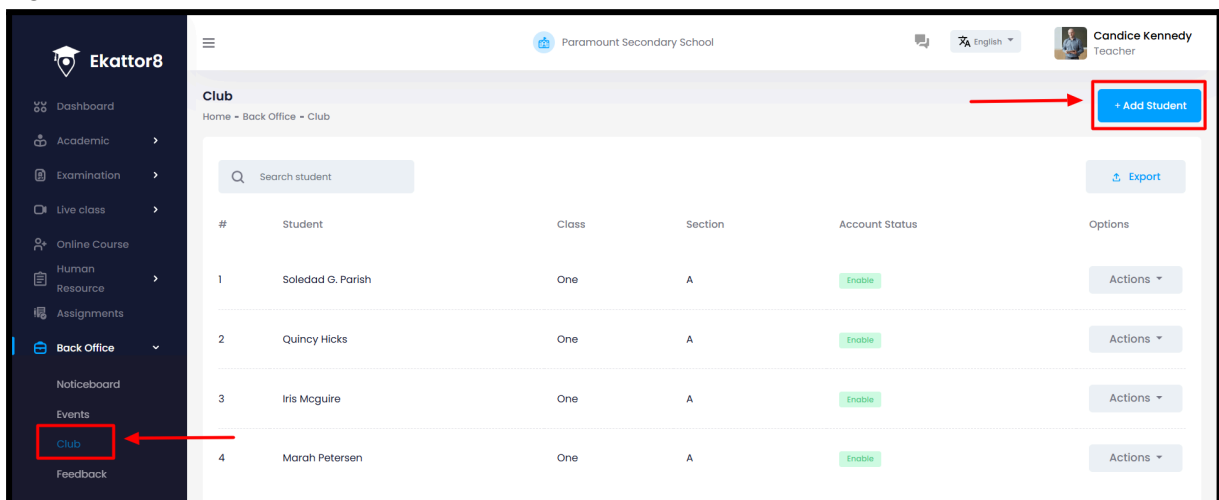


Figure- 22 Ekattor 8-Back Office-Club-Teacher-Add Club Member

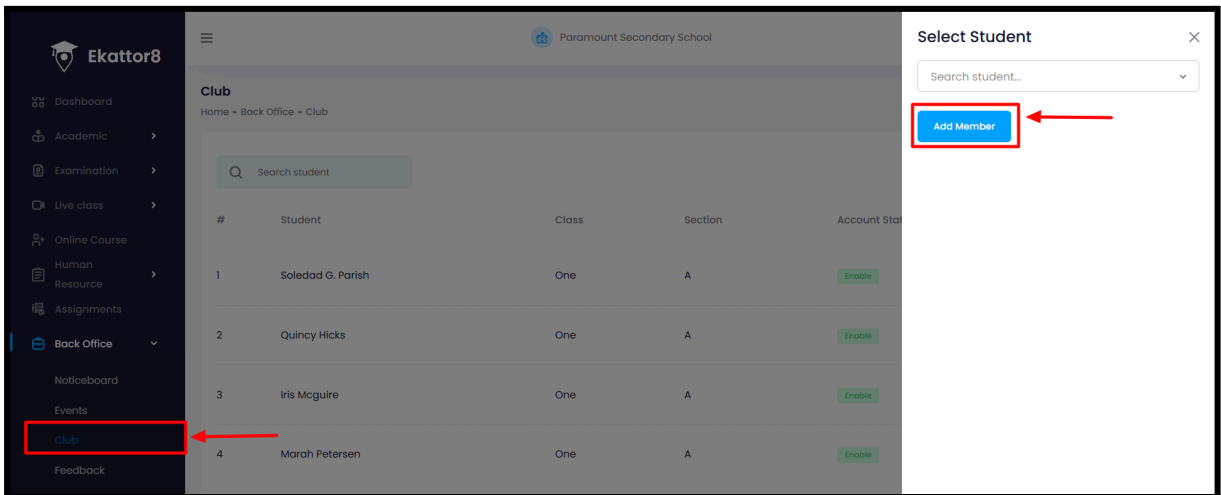


Figure- 23 Ekattor 8-Back Office-Club-Teacher-Add Club Member

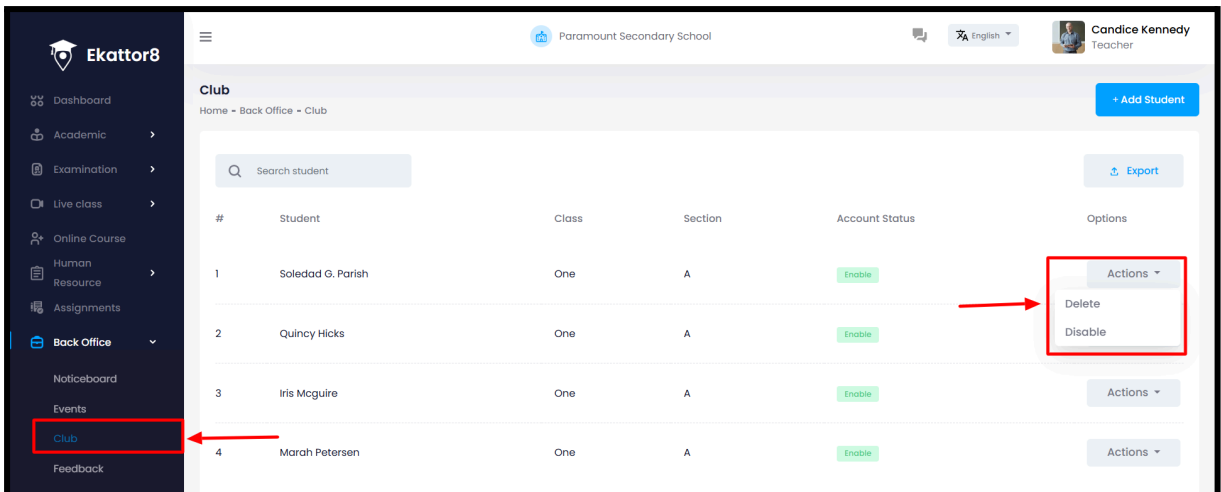
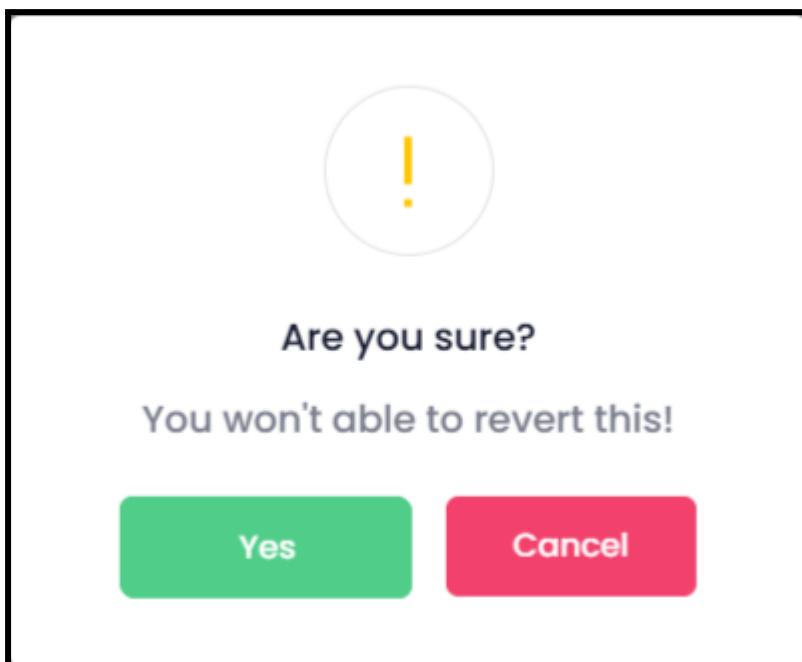


Figure- 24 Ekattor 8-Back Office-Club-Teacher-Delete Club Member



How to Add a Notice

- Log in to the **Teacher Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a new options window opens with **Club Members** and **Club Notice**.
- When you click the **Club Notice** button, a new window will appear.
- Click the **Create Notice** button, and an entry form will open.
- **Fill in the following details:**
 - **Title:** Enter the title of the notice in the designated field.
 - **Description:** Enter the desired description in the relevant field.
 - **Date:** Select the date from the drop-down menu.
 - **Photo:** Click the Choose File option to upload the image.
 - **Status:** Select the status Active or Inactive from the drop-down menu.
- Once all the fields are completed, click the **Create Notice** button to save the information.

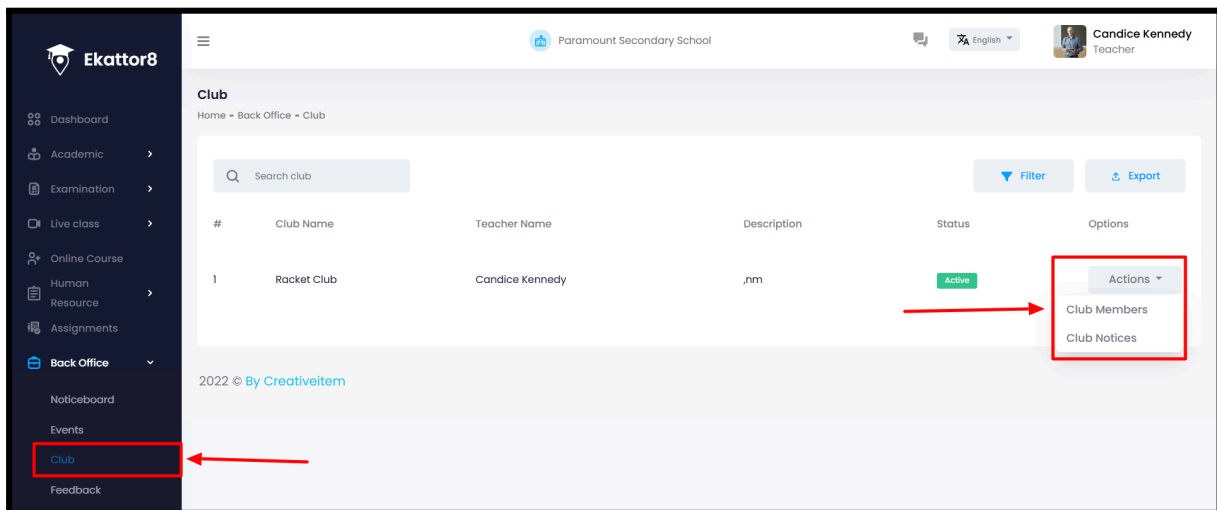


Figure- 25 Ekattor 8-Back Office-Club-Teacher-Club Notice Add

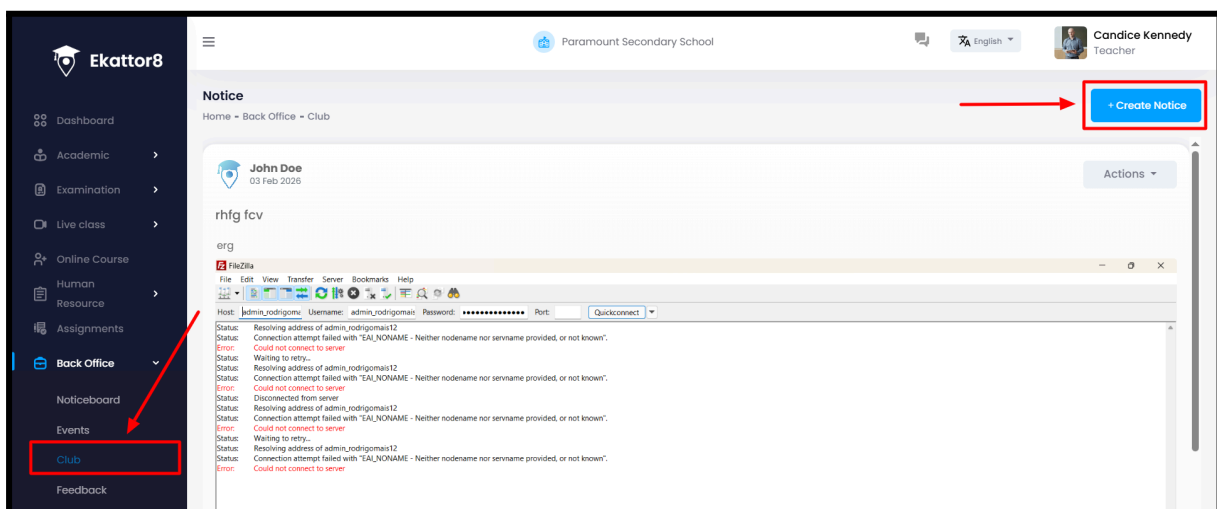


Figure- 26 Ekattor 8-Back Office-Club-Teacher-Club Notice Add

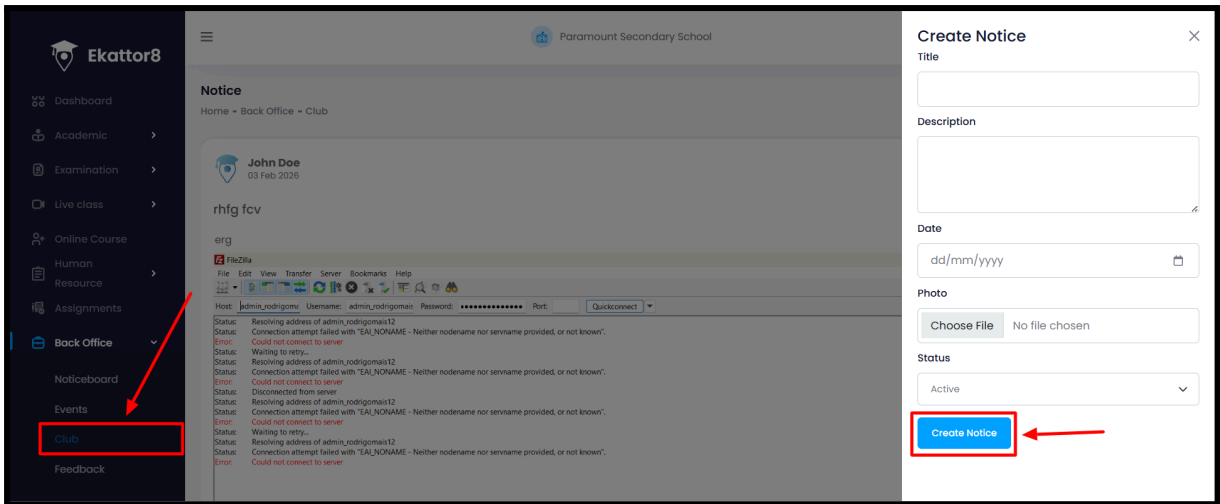


Figure- 27 Ekattor 8-Back Office-Club-Teacher-Club Notice Add

How to Edit a Notice

- Log in to the **Teacher Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a new options window opens with **Club Members** and **Club Notice**.
- When you click the **Club Notice** button, a new window will appear.
- Click the **Create Notice** button, and a new window will appear.
- When you click the **Action** button, a new options window appears with **Edit** and **Delete**.
- Click the **Edit** button, and an entry form will open.
- **Fill in the following details:**
 - **Title:** Enter the title of the notice in the designated field.
 - **Description:** Enter the desired description in the relevant field.
 - **Date:** Select the date from the drop-down menu.
 - **Photo:** Click the Choose File option to upload the image.
 - **Status:** Select the status Active or Inactive from the drop-down menu.
- Once all the fields are completed, click the **Update** button to save the information.
- If you click the **Delete** button, a confirmation menu will pop up.
- Click **Yes** to automatically delete the selected item, or **Cancel** to keep it unchanged.

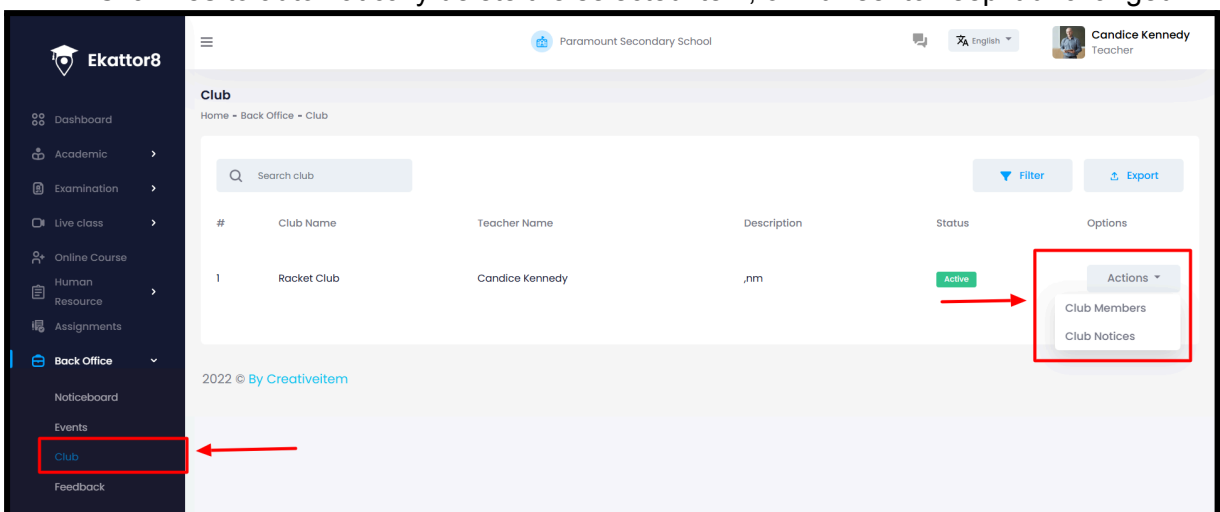


Figure- 28 Ekattor 8-Back Office-Club-Teacher-Club Notice Edit

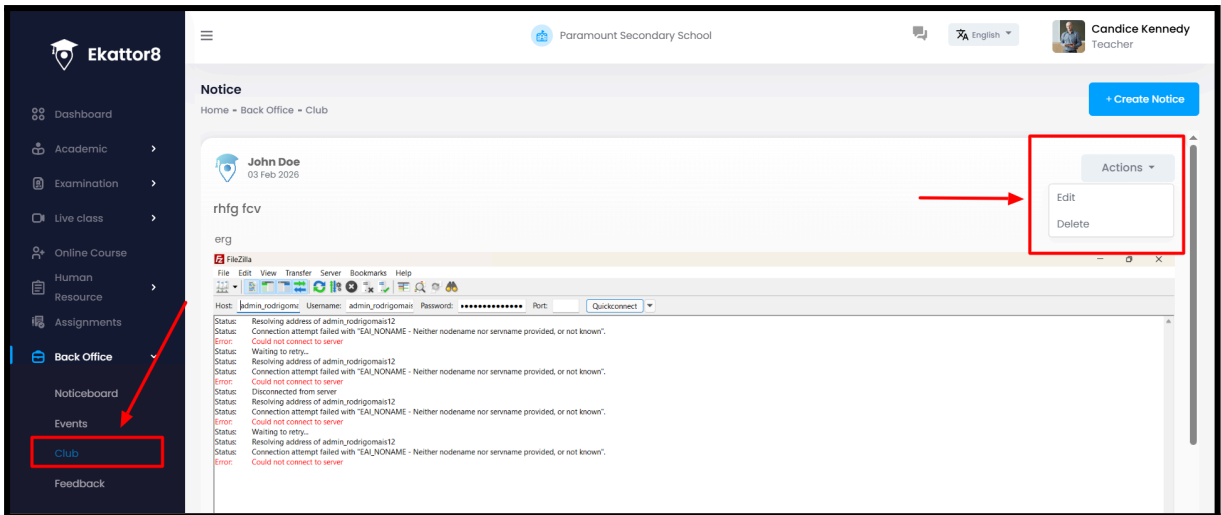


Figure- 29 Ekattor 8-Back Office-Club-Teacher-Club Notice Edit

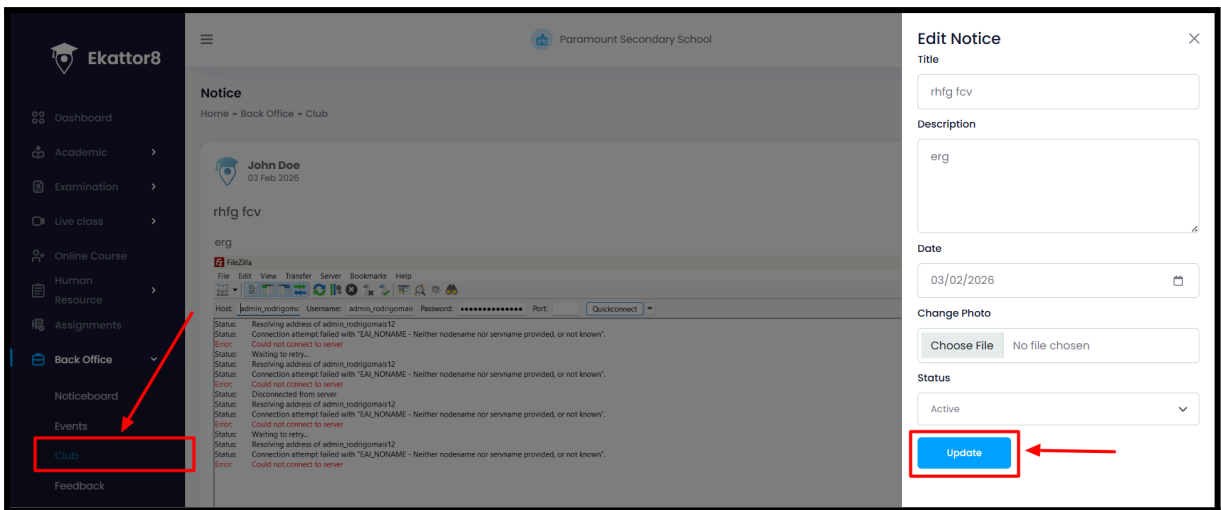
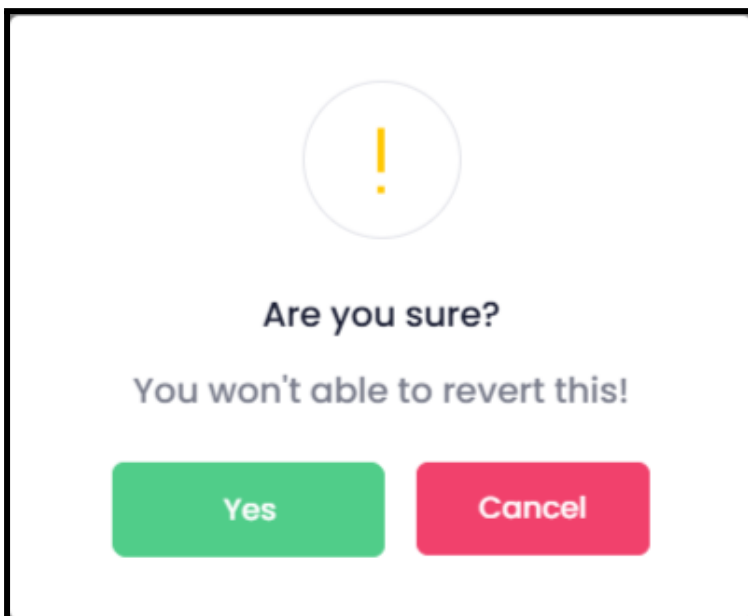


Figure- 30 Ekattor 8-Back Office-Club-Teacher-Club Notice Edit



Student Panel

How to Manage a Club

Manage Club lets **Students** join and engage with school clubs easily. Students can view club activities, participate in events, and stay updated through the platform. It works through a simple dashboard, boosting involvement, teamwork, and learning beyond the classroom while making school life more fun and rewarding.

- Log in to the **Student Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- Click the **Search** option and the desired club name, and the relevant club will display.
- When you click on the **Filter** option, an entry form will open.
- **Fill in the following details:**
 - **Tracher:** Enter the desired teacher name.
- Once all the fields are completed, click the **Apply** button to view the desired result.

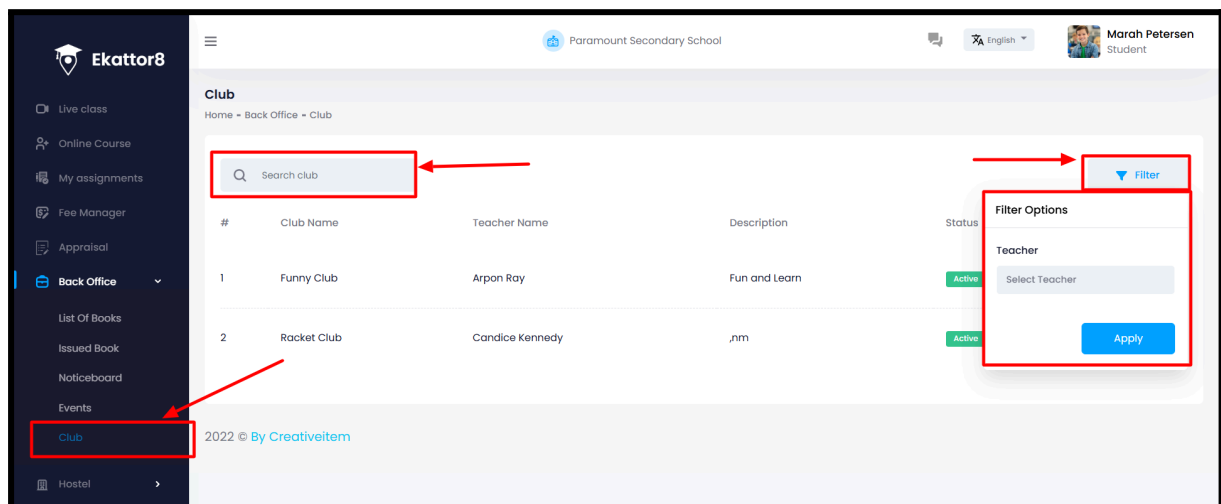


Figure- 31 Ekattor 8-Back Office-Club-Student-Manage Club

How to Join a Club

- Log in to the **Student Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a window opens with the **Join Club** option.
- If you click the **Join Club** button, a confirmation window will appear.
- Click **Yes** to automatically join the selected club, or click **Cancel** to keep it unchanged.

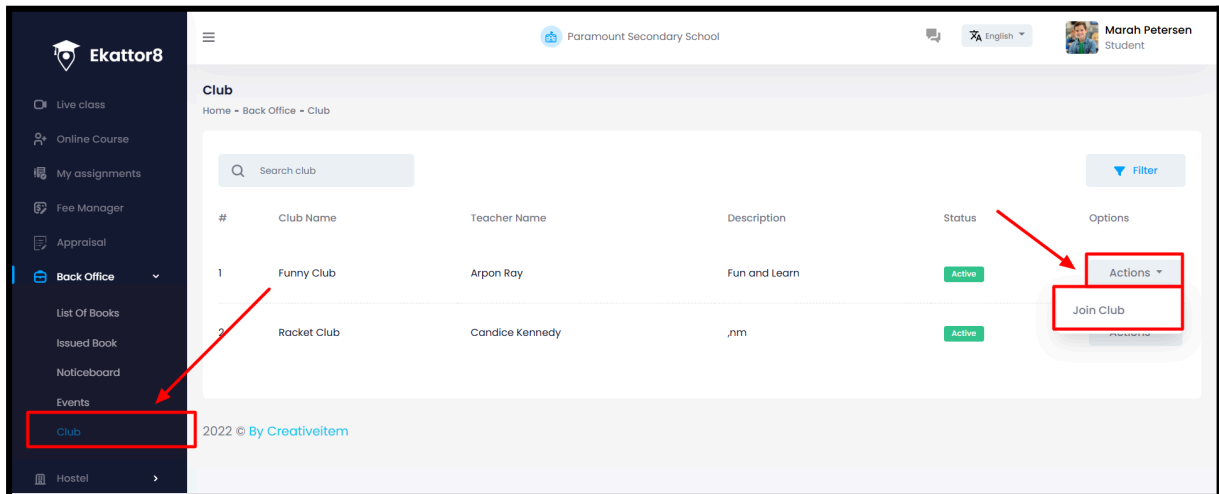


Figure- 32 Ekattor 8-Back Office-Club-Student-Join Club

How to Leave a Club

- Log in to the **Student Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a window opens with the **Leave Club** and **Club Notices** options.
- If you click the **Leave Club** button, a confirmation window will appear.
- Click **Yes** to automatically leave the selected club, or click **Cancel** to keep it unchanged.

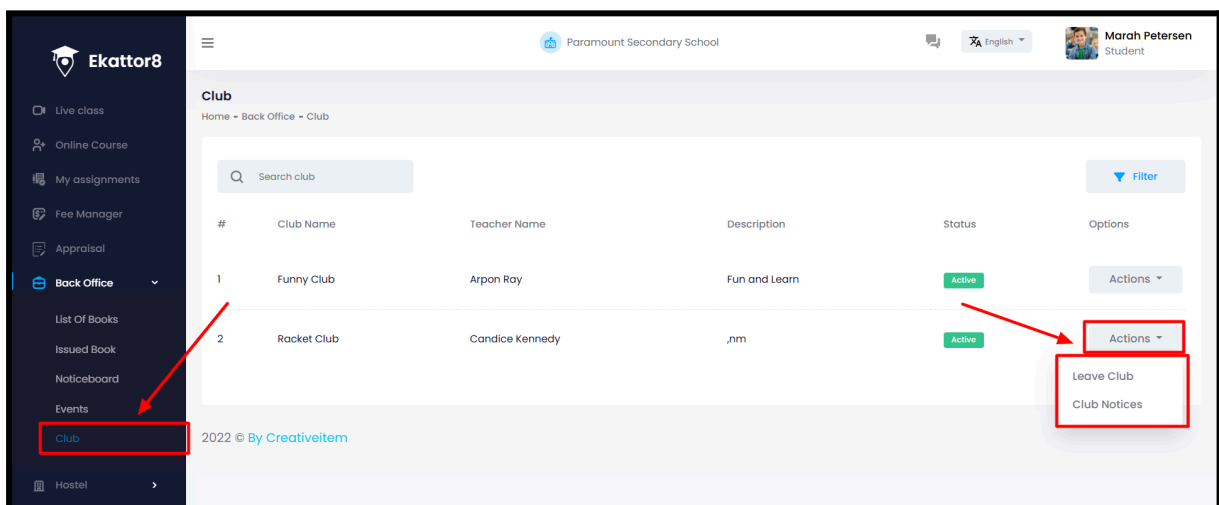
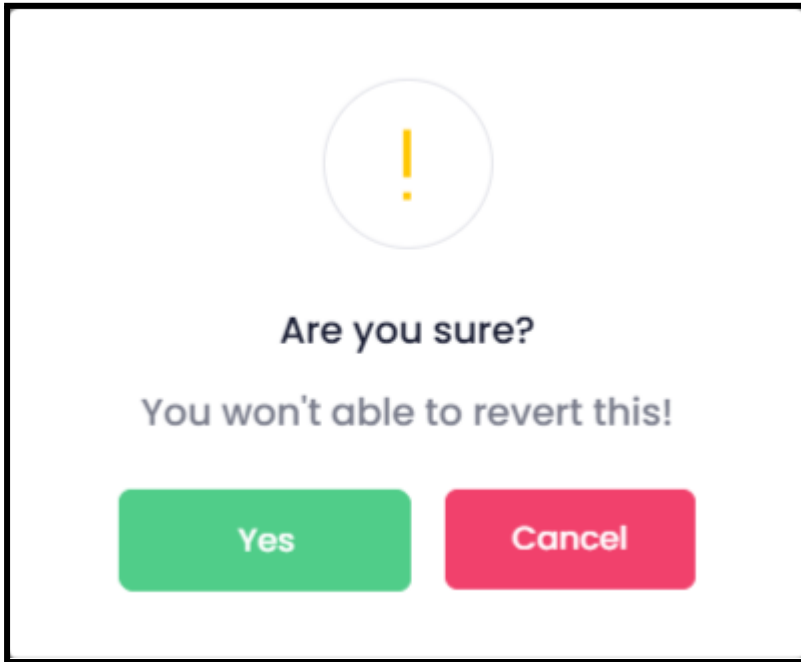


Figure- 33 Ekattor 8-Back Office-Club-Student-Leave Club



How to View a Club's Notices

- Log in to the **Student Panel** and open the **Dashboard**.
- Navigate to **Back Office** from the left menu.
- Finally, click **Club** from the left menu, and a new window will appear.
- When you click the **Action** button, a window opens with the **Leave Club** and **Club Notices** options.
- If you click the **Club Notice** button, a window will open with the notices.

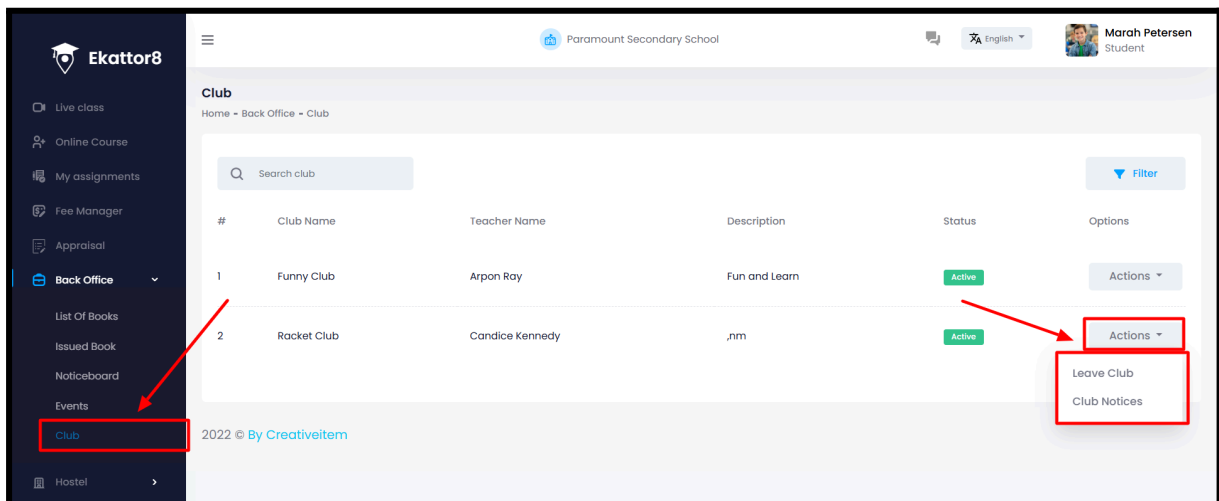


Figure- 34 Ekattor 8-Back Office-Club-Student-Club Notices

The screenshot displays the Ekattor8 interface for a student named Marah Petersen at Paramount Secondary School. The main content area is titled 'Notices - Racket Club' and features a notice from 'John Doe' posted on '03 Feb 2026'. The notice text includes 'rhfg fcv' and 'erg'. Below the text is a terminal window showing a series of connection attempts and errors for the host 'admin_rodrigo@'. The errors include 'Connection attempt failed with "EAI_NONAME - Neither nodename nor servname provided, or not known"', 'Could not connect to server', and 'Waiting to retry...'. A red box highlights the 'Club' menu item in the left sidebar, and a red arrow points to it.

Figure- 35 Ekattor 8-Back Office-Club-Student-Club Notices