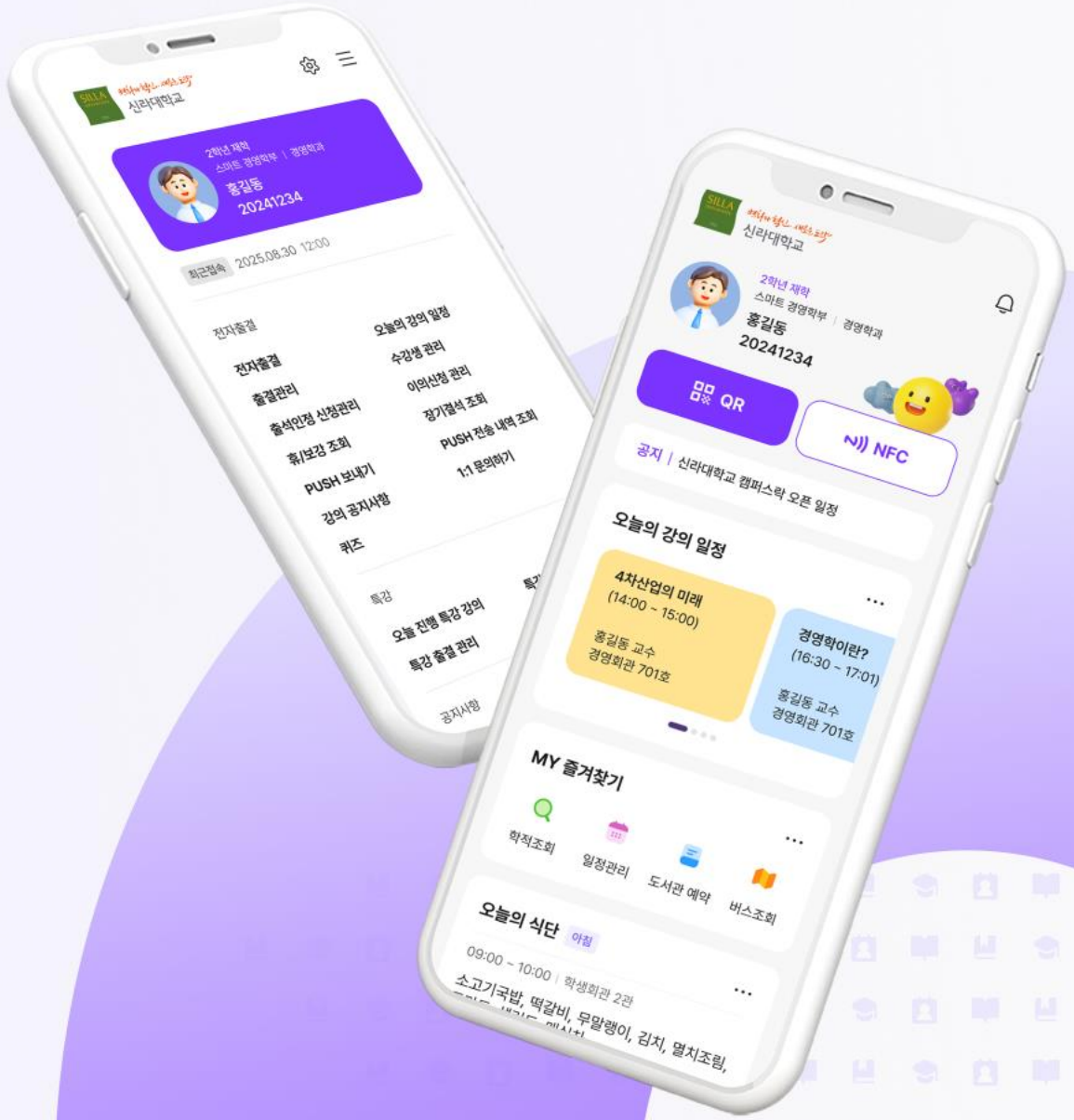
CAMPUS ROCK

BNK Smart Campus User Manual

Install & Sign Up

For Common APP



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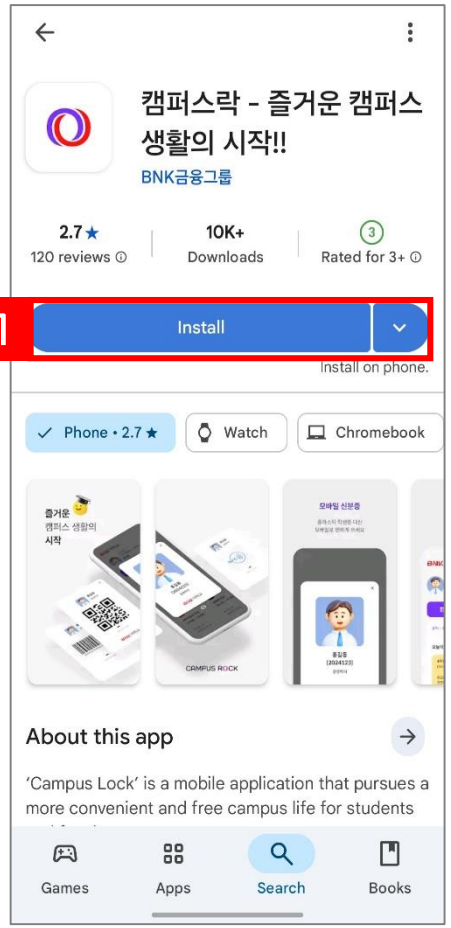
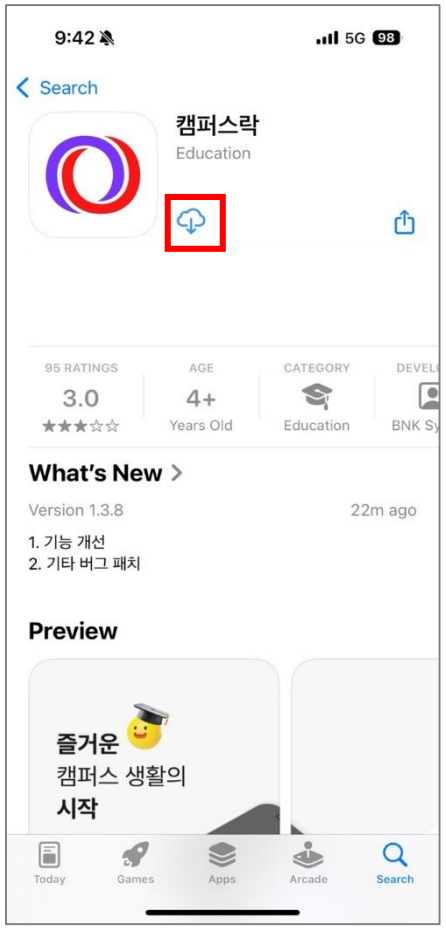
Install the App

Android



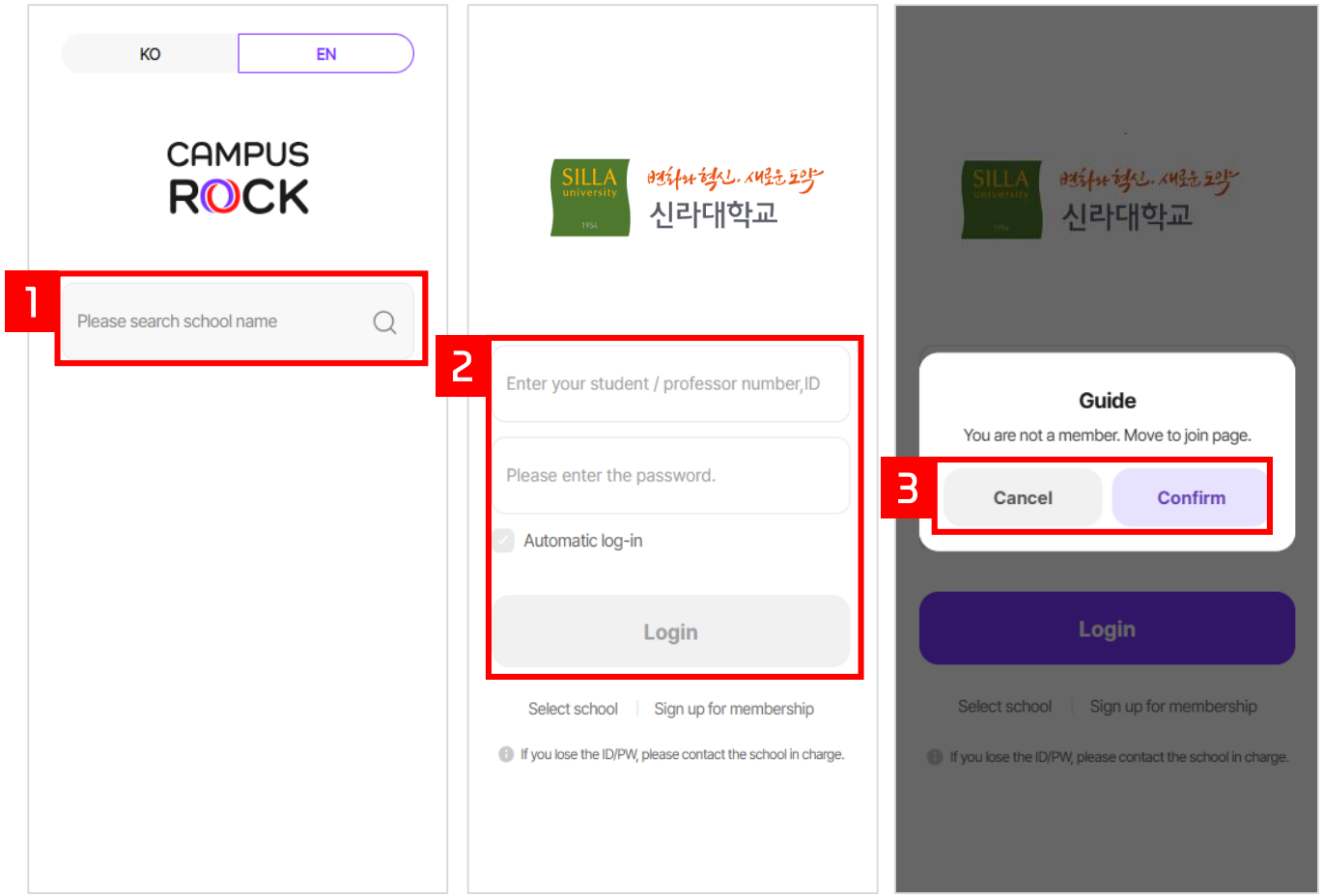
IOS



1 Install the App

- Go to the Google Play Store (Android) or App Store (IOS).
- Search for "CampusRock".
- When installation is complete, open the app.

Login - Check Your Account



1 Search for school

- You can search for your school using the search bar.
- When searching in English, please enter the exact capitalization.
- Selecting a university will take you to the login screen.

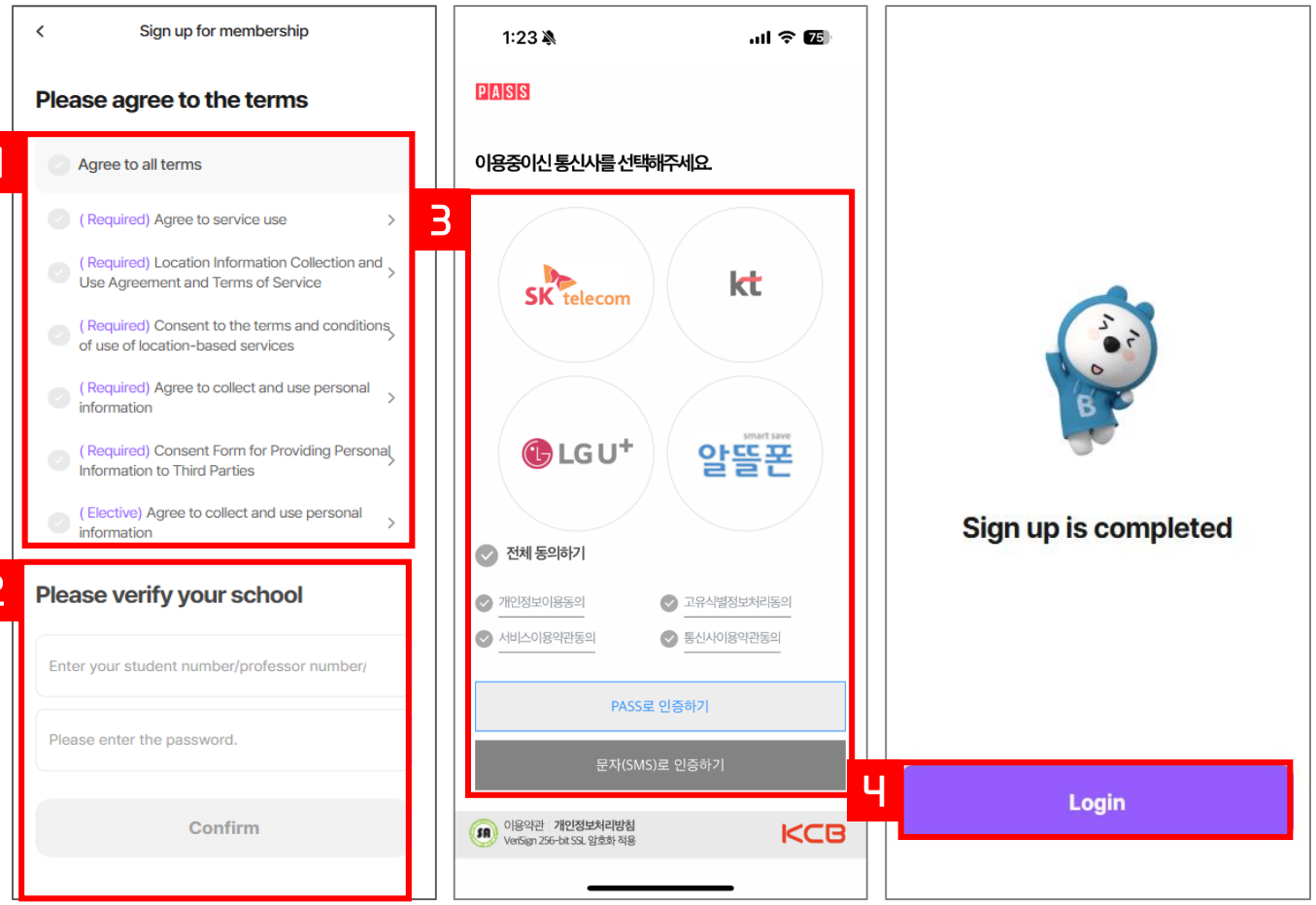
2 Login Information

- Enter the same ID and password as your school portal.

3 Go to Sign Up

- If you haven't registered for CampusRock, you will be redirected to the sign-up page.

Sign Up – You already have a Busan Bank account



1 Agreement to Terms

- Please review the terms and agree to them.
- Select the ">" icon on the right side of each agreement to view its details.
- ※ You cannot use CampusRock if you do not agree to the mandatory terms.

2 School Verification

- We verify your affiliation with the school.
- Enter the same ID and password as your school portal.
- After school verification, proceed with personal verification.

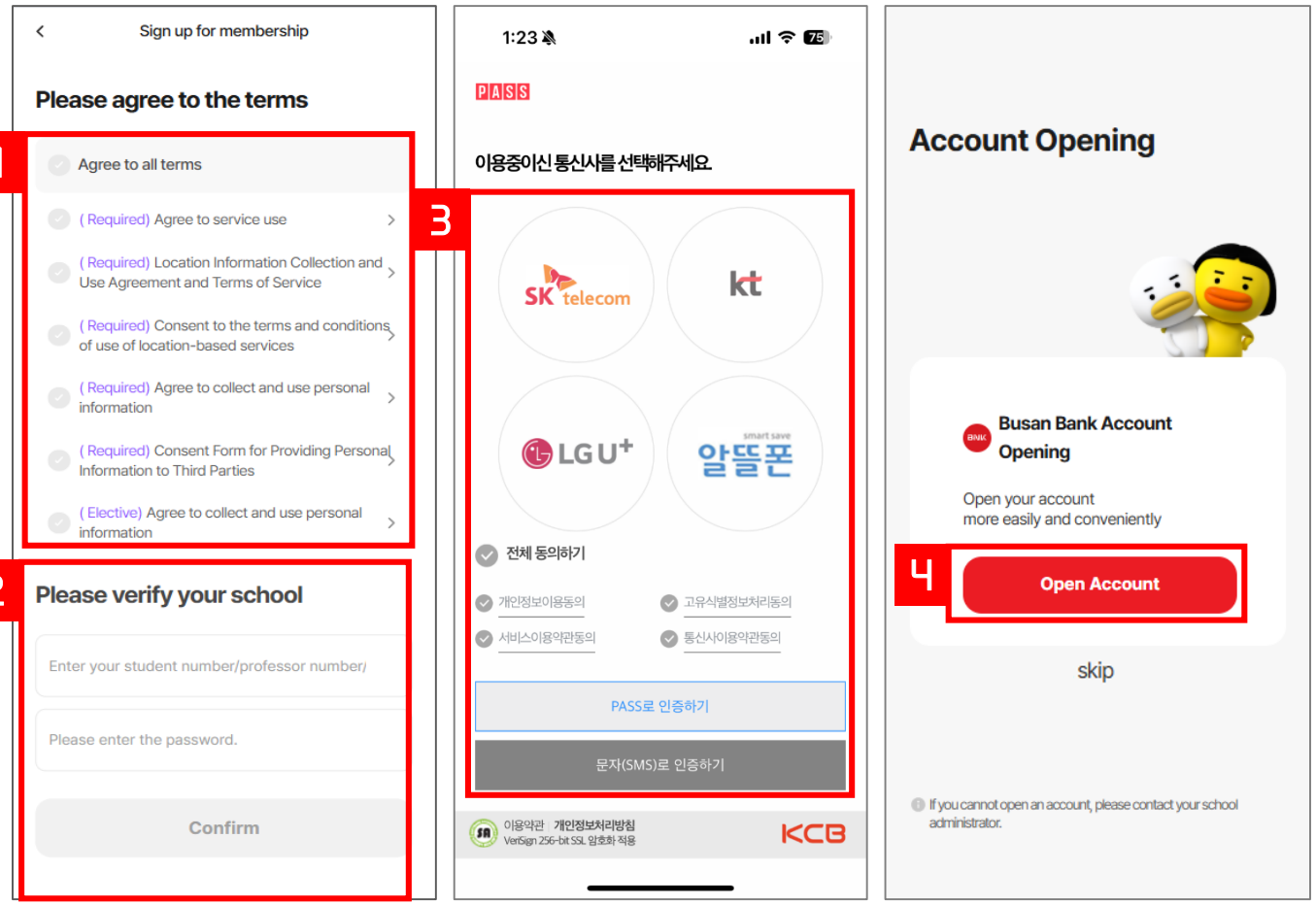
3 Mobile Phone Verification in Your Name

- Confirm your identity through carrier verification.

4 Login

- If you have a Busan Bank account, registration will be completed immediately.

Sign Up – You don't have a Busan Bank account(Open Account)



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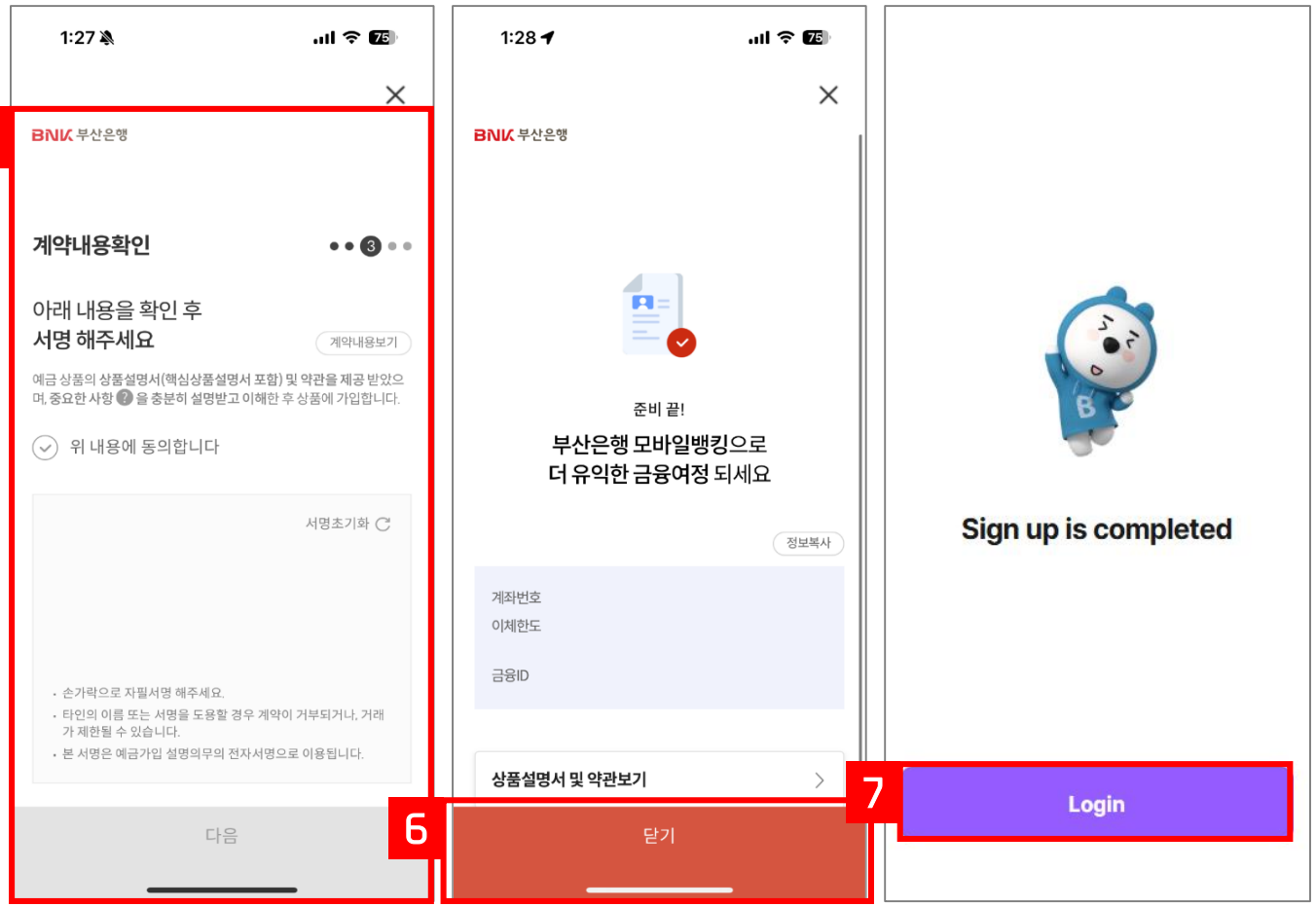
3 Mobile Phone Verification in Your Name

- Confirm your identity through carrier verification.

4 Busan Bank Account Application (without an account)

- If you do not have a Busan Bank account, select "Open Account".

Sign Up – You don't have a Busan Bank account(Open Account)



5 Open Account

- You will be redirected to the Busan Bank app to start the account opening process.

6 Complete Account Opening

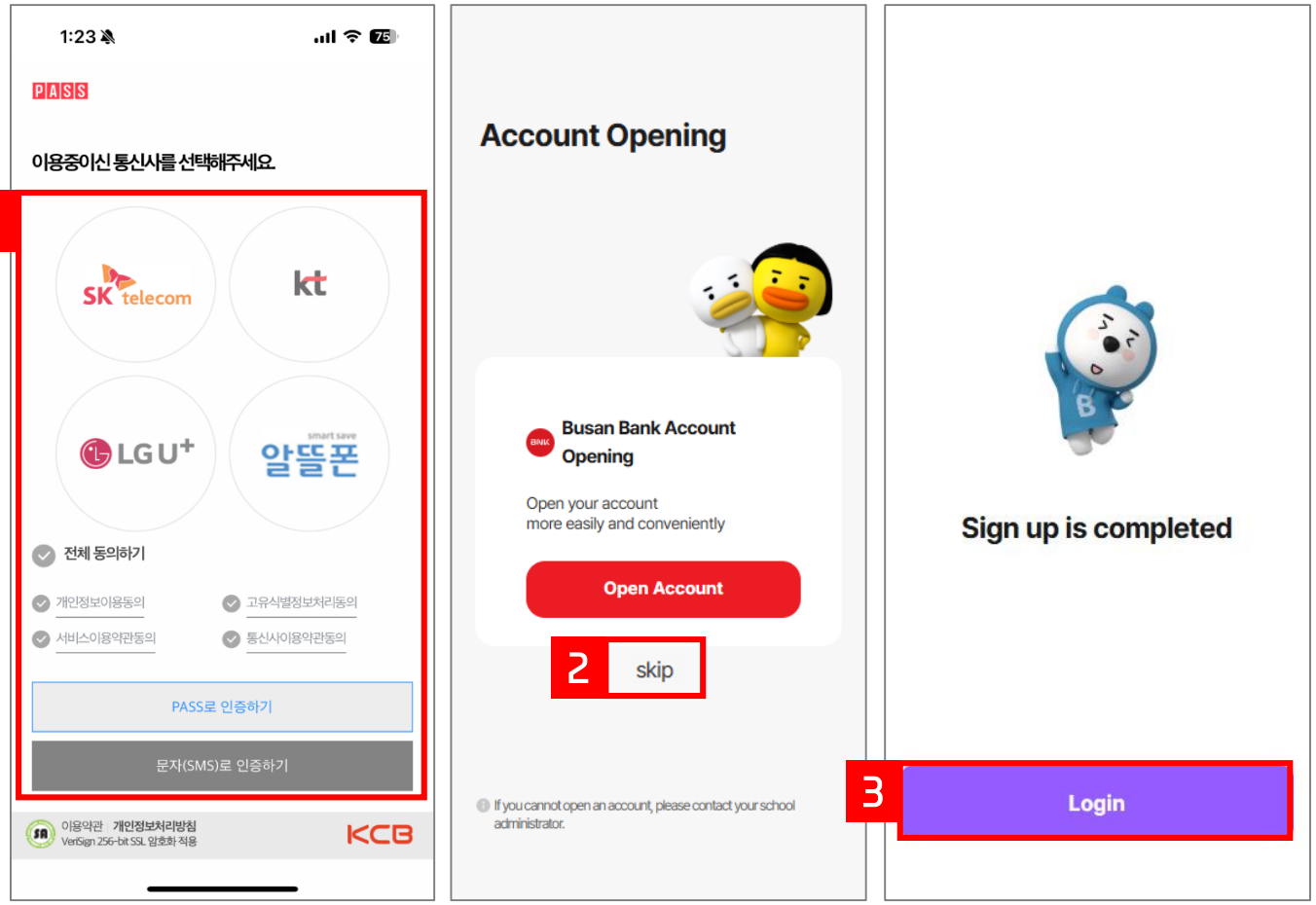
- After finishing the process in the Busan Bank app, tap Close.

※ Once sign-up is complete, you will be redirected to the CampusRock app.

7 Your sign-up will be completed successfully.

- You will then be moved to the Login screen.

Sign Up – You don't have a Busan Bank account(Skip Account)



1 Mobile Phone Verification in Your Name

- Confirm your identity through carrier verification.

2 Skip Account Opening

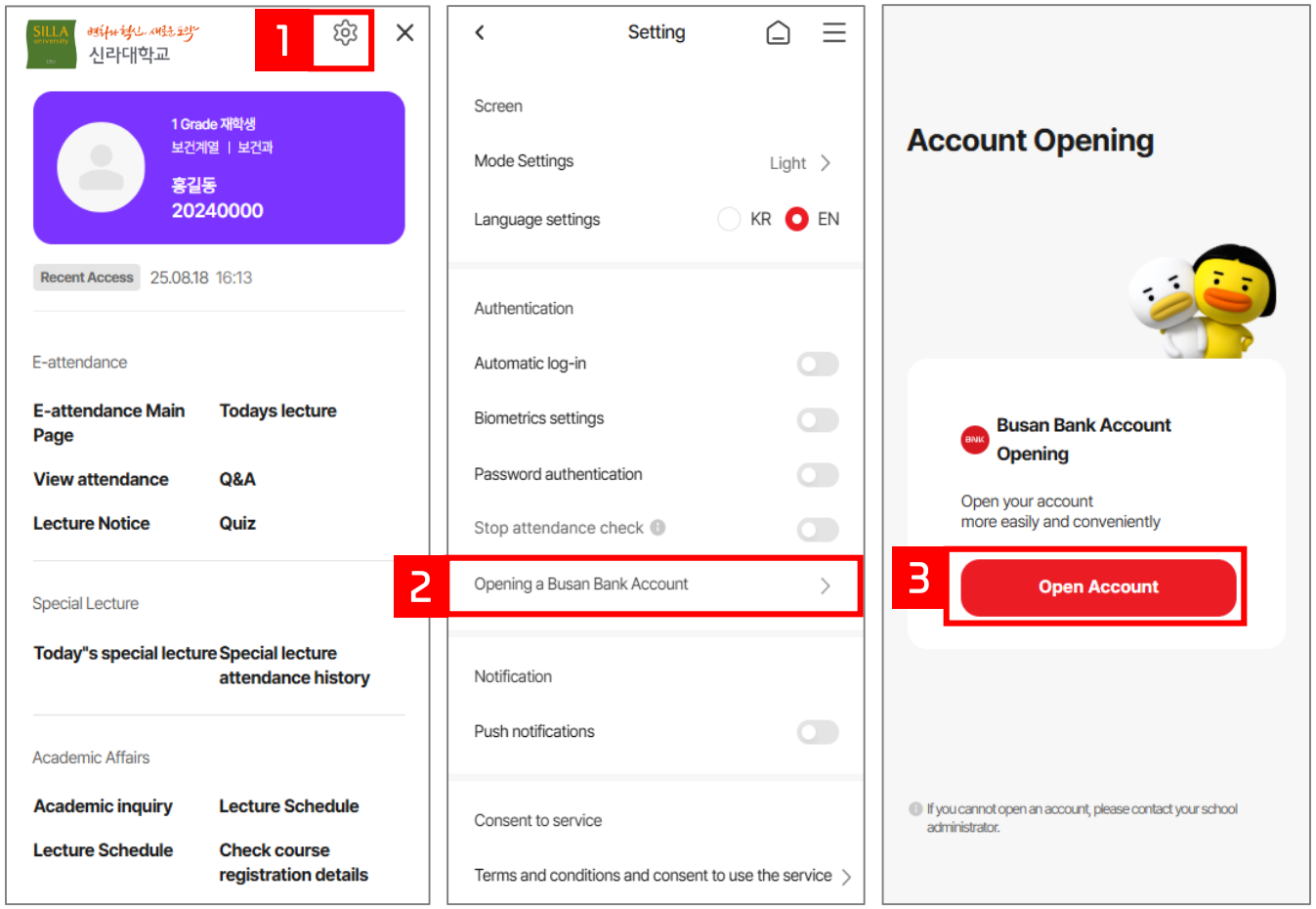
- If you do not want to open an account now, tap the Skip button at the bottom.

3 Your sign-up will be completed successfully.

- You will then be moved to the Login screen.

Main

Open an Account Later (Settings Menu)



1 Go to Settings

- Tap the Menu icon in the top-right corner.
- Select the Settings (gear icon).

2 Go to Opening an Account

- Tap “Opening a Busan Bank Account”.

3 Tap Apply for Account.

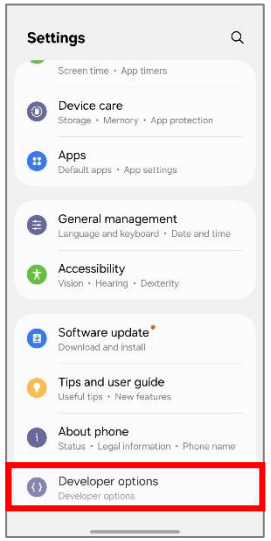
- You will be redirected to the Busan Bank app to begin the account opening process.

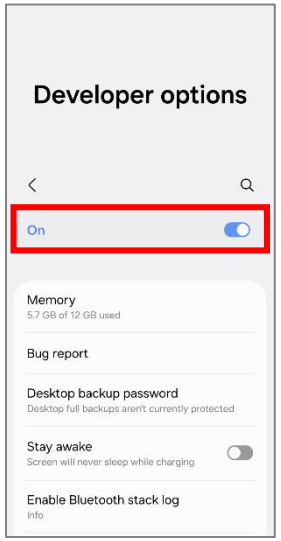
Q & A

Launch App

- The app doesn't run after installation

If Developer Options is turned on in your phone, the app will not run for security reasons.
Go to Settings > Developer Options and turn it off, then try again.





Loading time

- The app takes too long to load or shows a white screen.

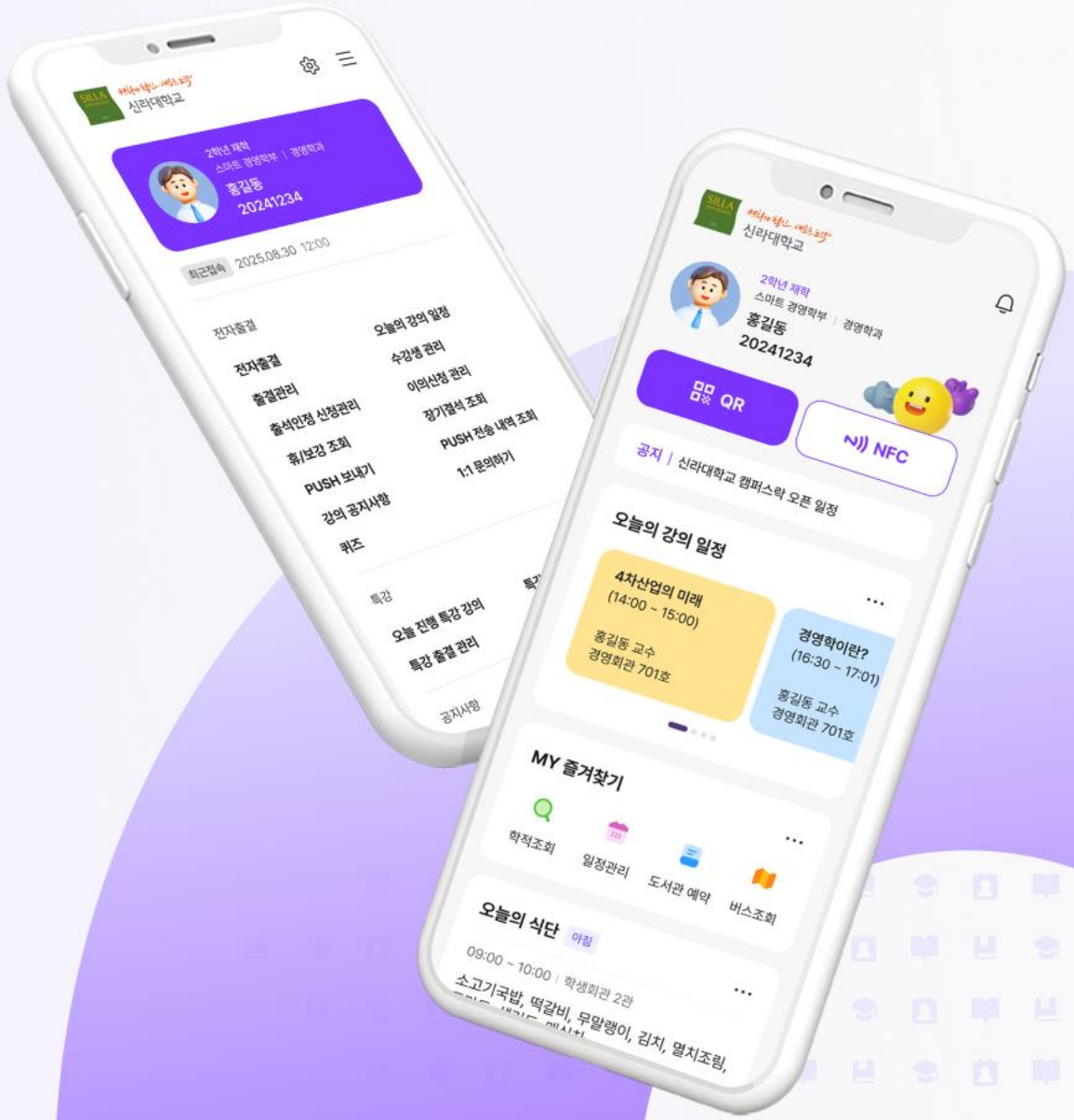
The first time you open the app (or after an update), it downloads initial data.
Please make sure your internet connection is stable (Wi-Fi is recommended).
Public Wi-Fi or 3G may be slow.
If using mobile data, check that you have enough data left.

CAMPUS ROCK

BNK Smart Campus User Manual

User Manual

For Students APP



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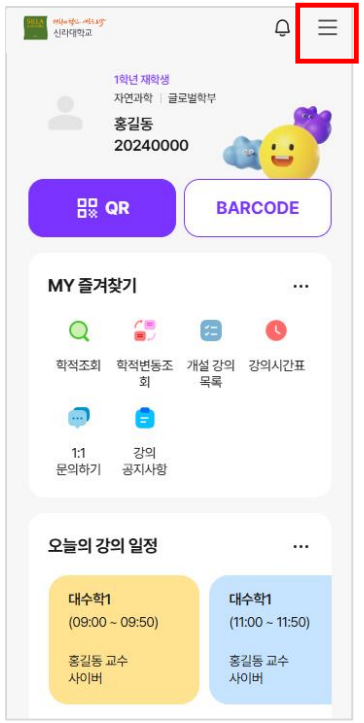
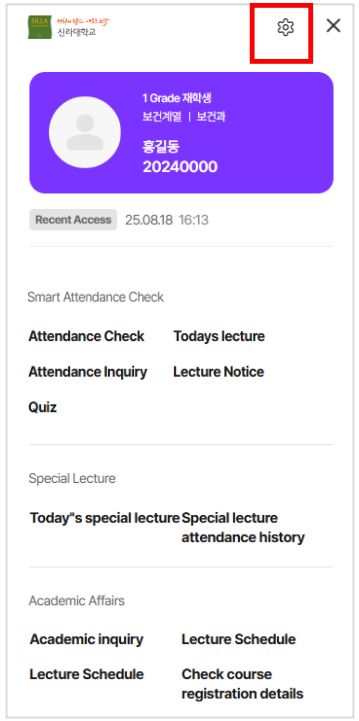
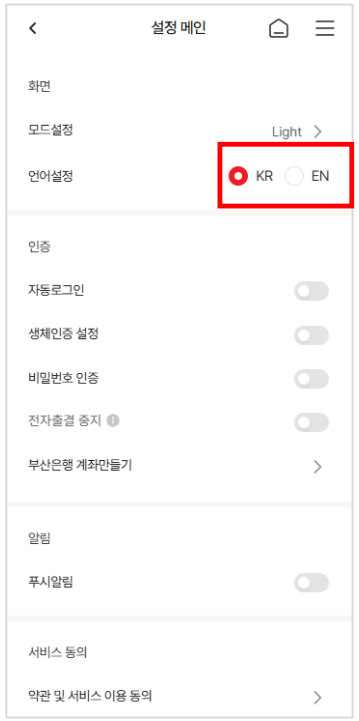
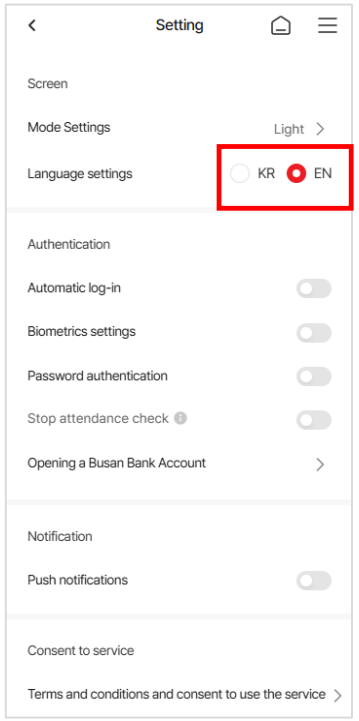








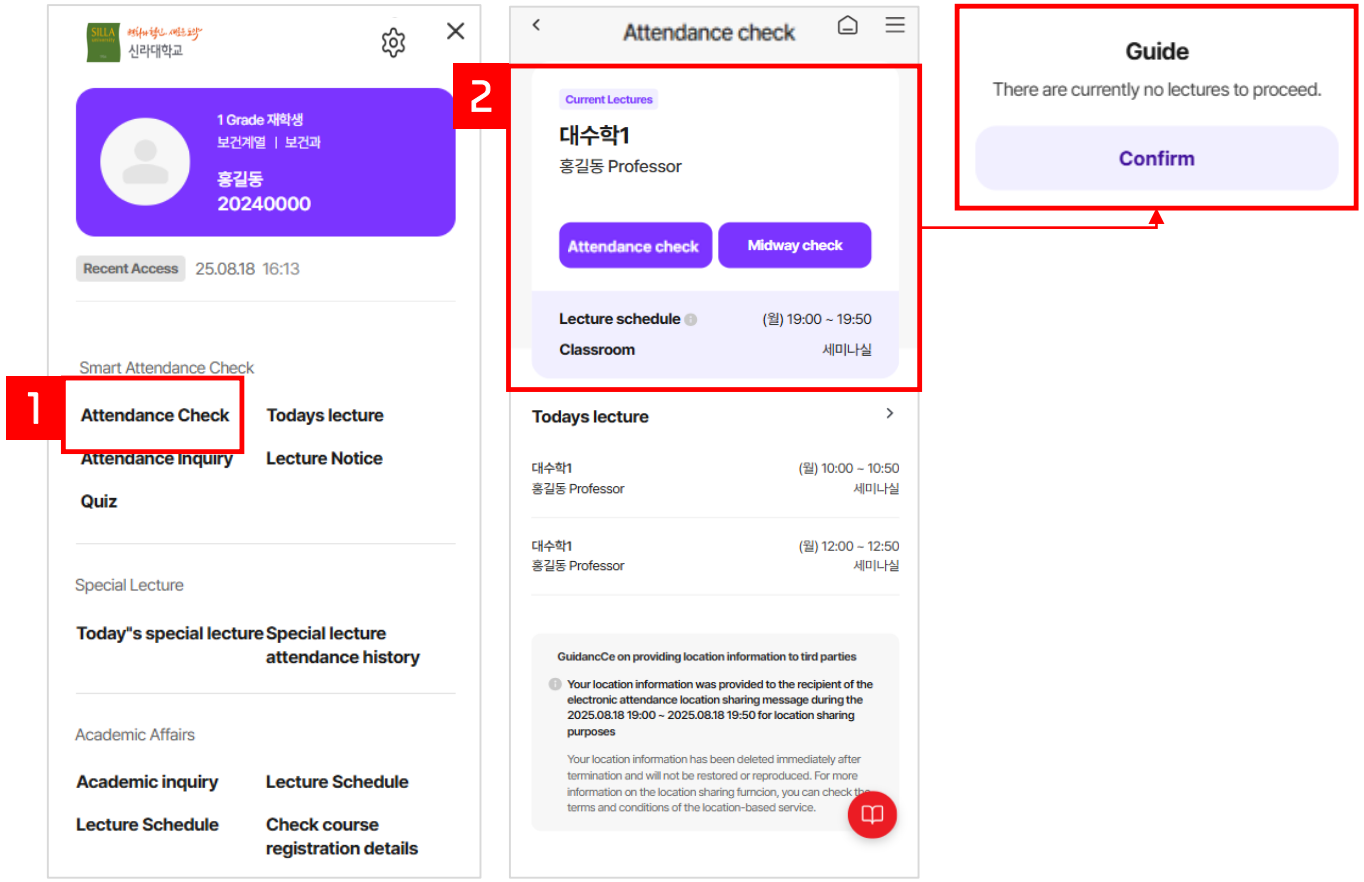
1 Full Menu > Settings > Language Settings

- On the main screen, select the full menu icon at the top right.
- Select the settings icon.

2 How to set up English

- Check EN in Language Settings.

Route for Attendance Check - Main



1 How to Access Attendance Check - Main Menu › Attendance Check

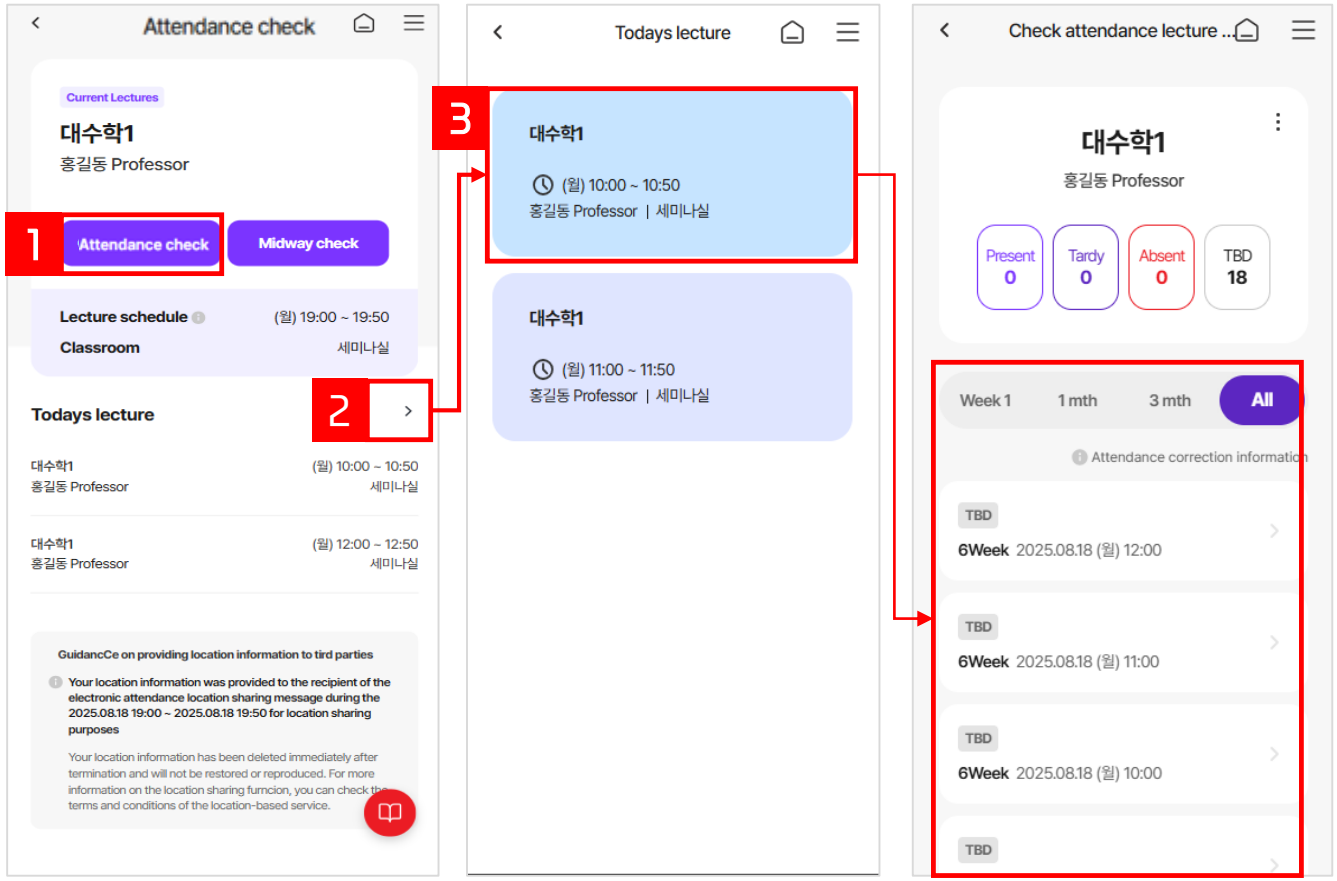
- On the main screen, select the menu icon in the top right corner.
- Select Attendance Check.

2 How to Select the Semester

- Select the book icon in the bottom right corner.
- Select the semester to view the course information.

Smart Attendance Check › Attendance Check

Route for Attendance Check - Main



1 How to Access Attendance Check

- Select the Attendance Check button.

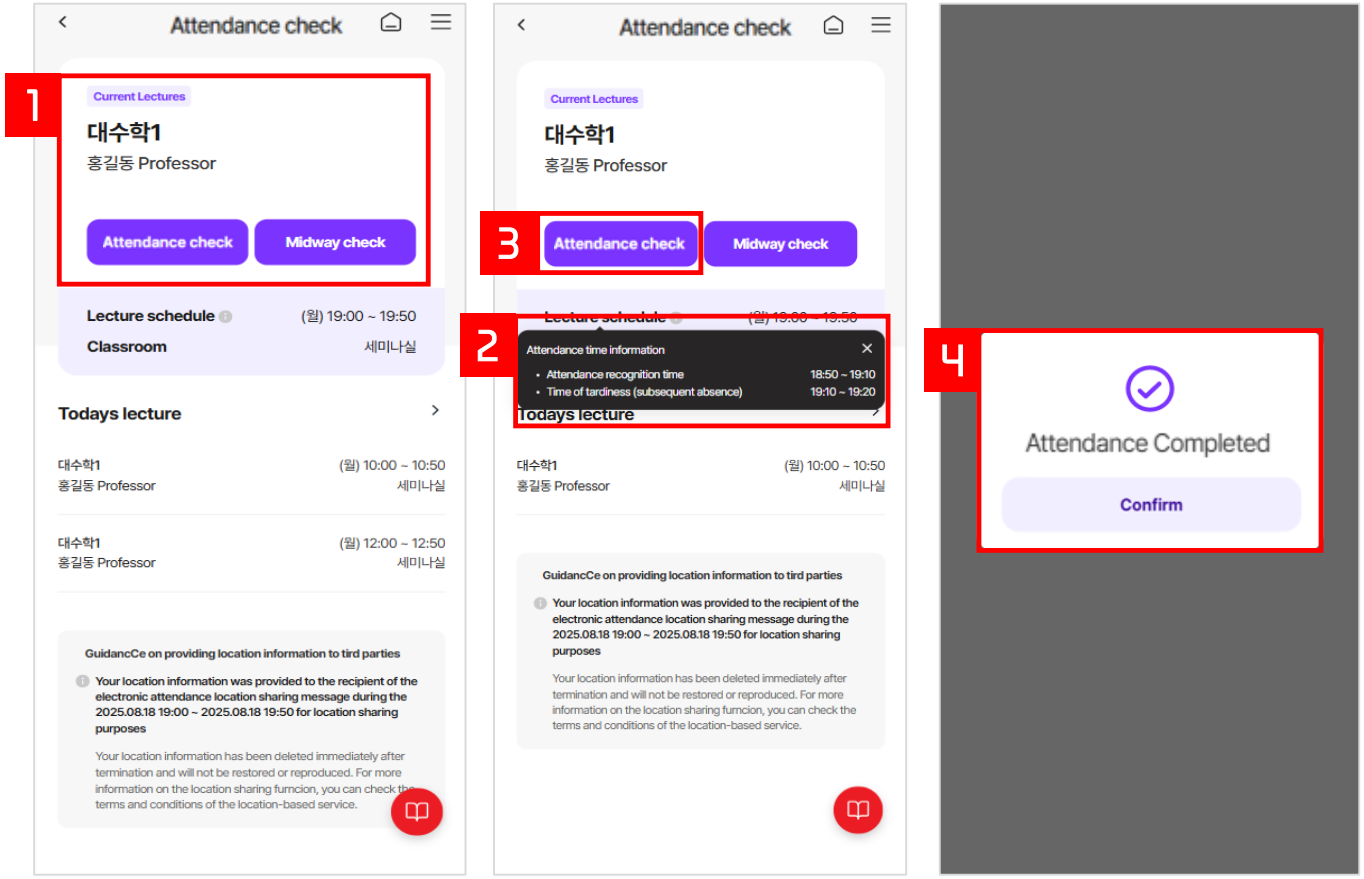
2 How to Access Today's Lecture Schedule

- Select the “›” icon on the right side of Today's Lecture Schedule.

3 How to Access Detailed Lecture Schedule and Attendance Inquiry

- Select the lecture name to inquire about from the list of Today's Lecture Schedule.

Attendance Check (Phone to Phone)



1 Selecting Attendance Method

- Select the attendance check according to the classroom and the classroom instructions.

2 Checking Attendance Check Instructions

- Confirm the course name, classroom, and the time frame for attendance/late recognition.

*Phone to Phone Method: Bluetooth communication between the professor's phone and the students' phones.

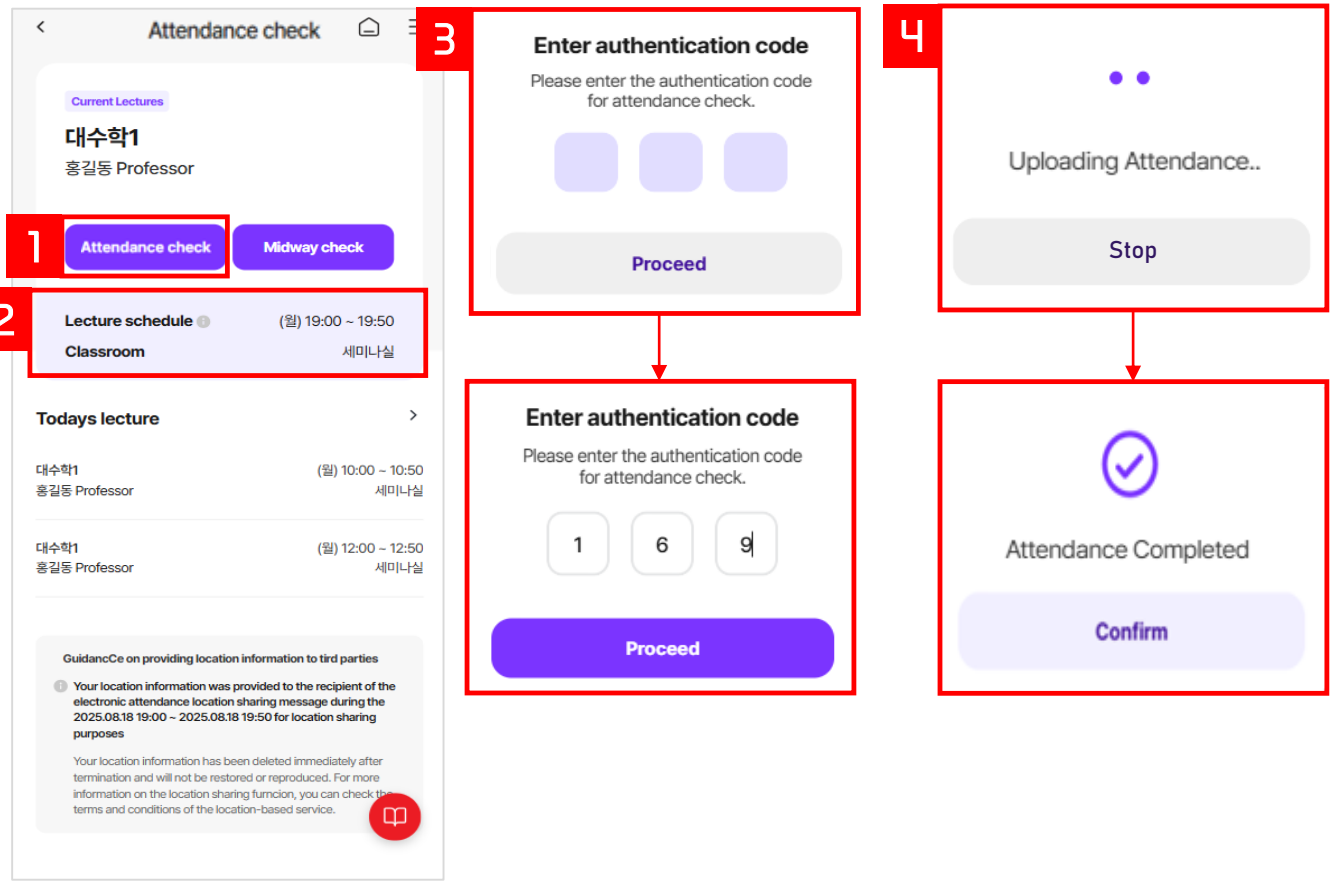
3 Performing Attendance Check

- Proceed with the attendance check.

4 Confirming Attendance Check

- Once the attendance check is completed, a confirmation window will appear.

Attendance Check (Authentication Passcode)



1 How to Access the Authentication Passcode Method

- On the main screen, select the menu icon in the top right corner.
- Select Electronic Attendance › Electronic Attendance.

2 Confirming the Authentication Passcode Method

- Confirm the "Authentication Passocde" method in the attendance options and select Attendance Check.

*Authentication Passocde: The professor shares the authentication passcode automatically generated by the app with the students.

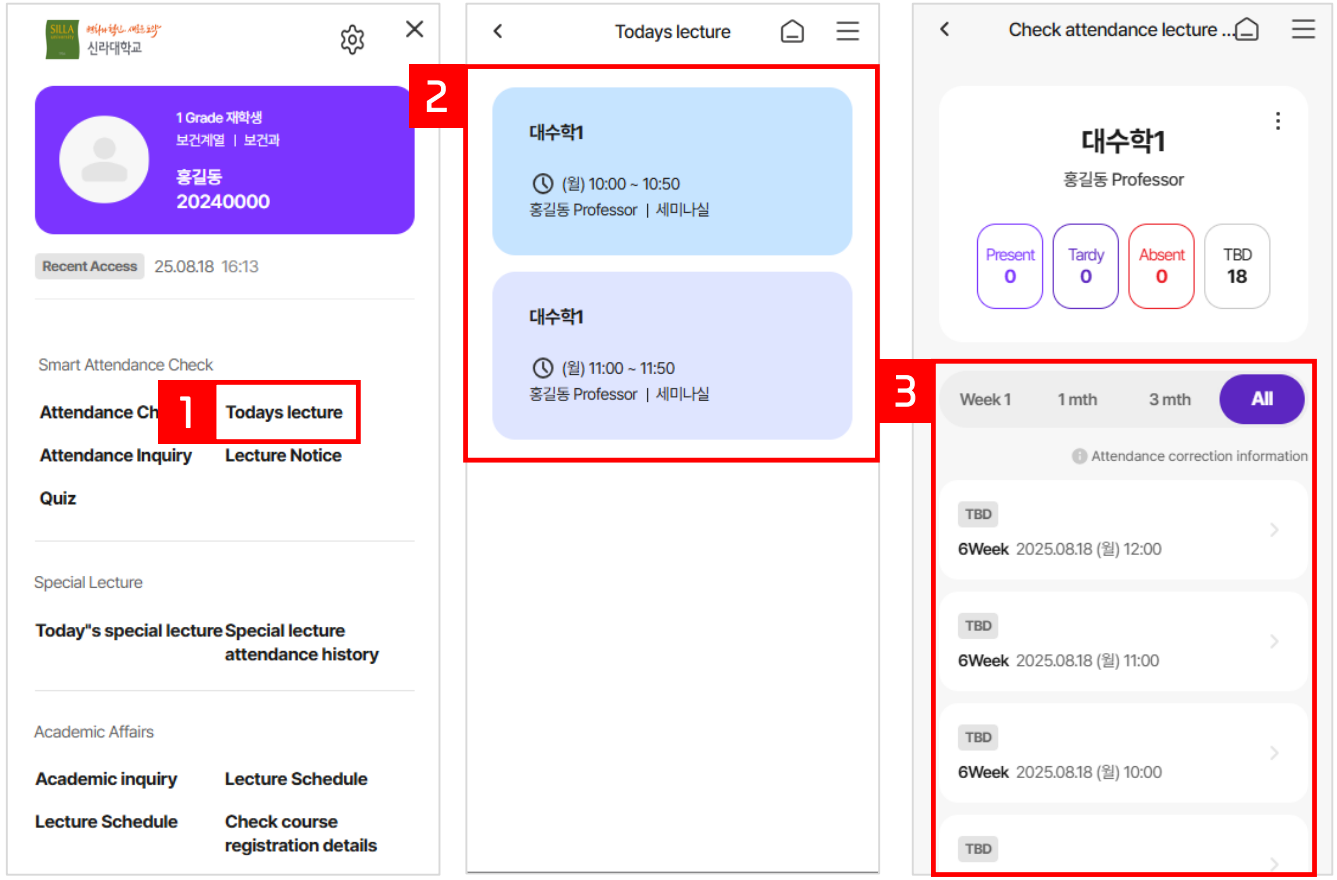
3 Performing Attendance Check with Authentication Passcode

- The authentication code input screen will appear.
- Enter the authentication code (numbers) provided by the professor.

4 Confirming Attendance Check

- If the attendance check is in progress, a progress window will appear at the top, and once the attendance check is completed, a confirmation window will appear at the bottom.

Today's Lecture



1 How to Access Attendance Check

- Select the Attendance Check button.

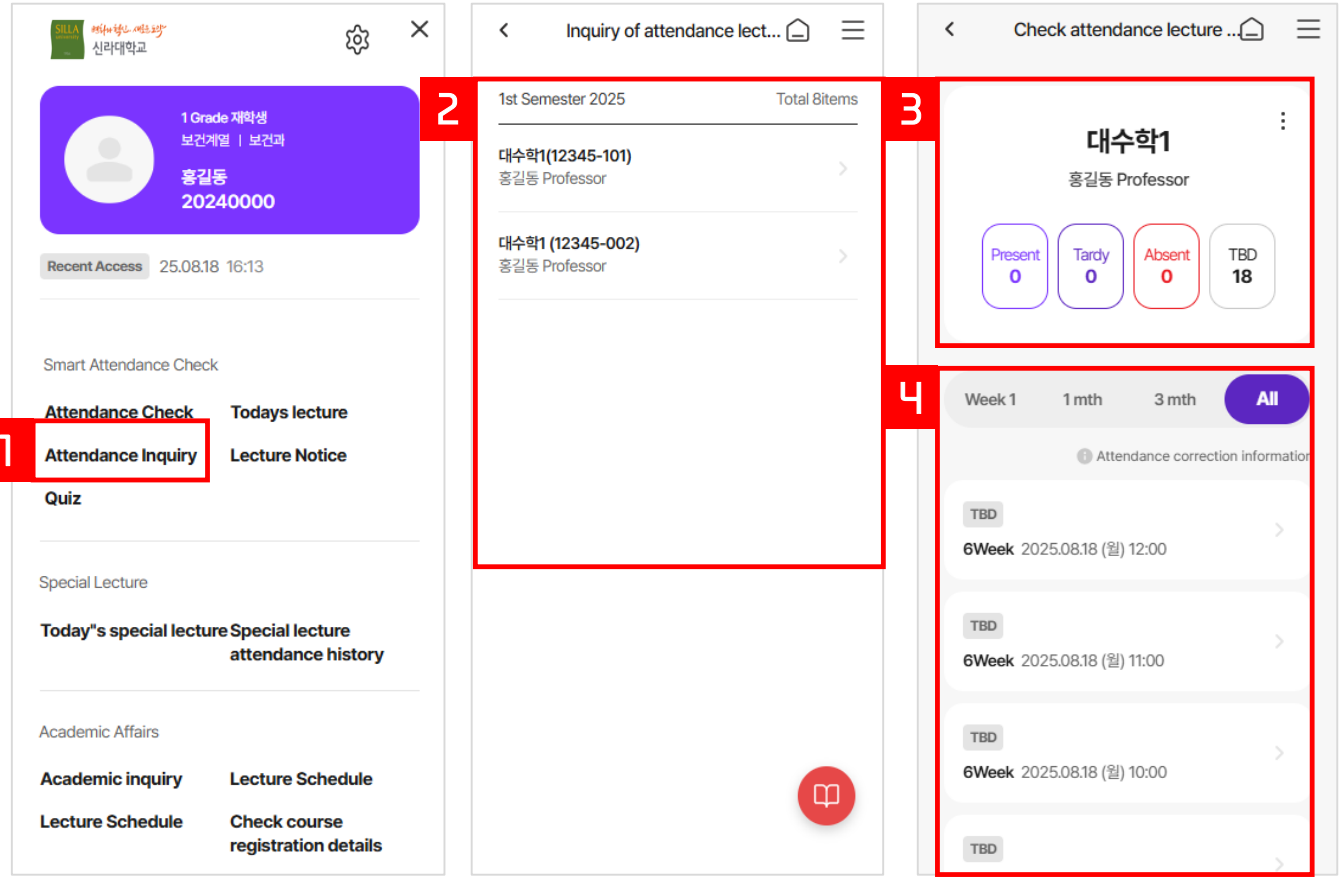
2 How to Access Today's Lecture

- Select the “›” icon on the right side of Today's Lecture.

3 How to Access Detailed Lecture Schedule and Attendance Inquiry

- Select the lecture name to inquire about from the list of Today's Lecture.

Attendance Inquiry



1 How to Access Attendance Inquiry

- On the main screen, select the menu icon in the top right corner.
- Select Smart Attendance Check › Attendance Inquiry.

2 Searching and Viewing Attendance Lectures

- You can search for the lecture name you want to inquire about.
- You can view all the lectures you are currently enrolled in.
- By selecting the lecture name you are enrolled in, you will be directed to the attendance history inquiry screen for that lecture.

3 Checking Lecture Attendance Status

- You can check the attendance status of the selected lecture.

4 Viewing Attendance Change History

- You can view the attendance change history for each week by selecting the corresponding week.

Smart Attendance Check Q & A

How to Perform Attendance Check

- How can I check attendance?
- I cannot check attendance.

Attendance check uses data communication (WIFI or BLE). In order to perform the attendance check, data communication (WIFI or BLE) must be enabled. If data communication (WIFI or BLE) is not activated, communication with the management system will not be possible, and attendance cannot be processed.

App Permissions and Usage Permissions

- I accidentally denied the app permissions when I first launched the app. Does this mean I can't use the app?
- I can't check attendance due to app permission issues

If the user accidentally denied the app permissions, there may be restrictions on using features like attendance check. In such cases, go to Settings › All Applications › Select the app › Permissions › Reactivate the permissions you denied. If the process to reactivate the permissions is complicated, you can simply uninstall and reinstall the app, then grant all necessary permissions.

Device Replacement / Unable to Log In

- I see a message saying I can't log in after changing my phone.
- I want to check attendance with a different phone.

The Electronic Attendance application is matched to a single account per device for security and anti-hacking purposes. If you have changed your device, please inform the administrator to reset your device and then log in from the new device. Without the administrator's permission and reset, attendance check cannot be done with another phone.

CAMPUS ROCK

END OF DOCUMENT

CAMPUS ROCK

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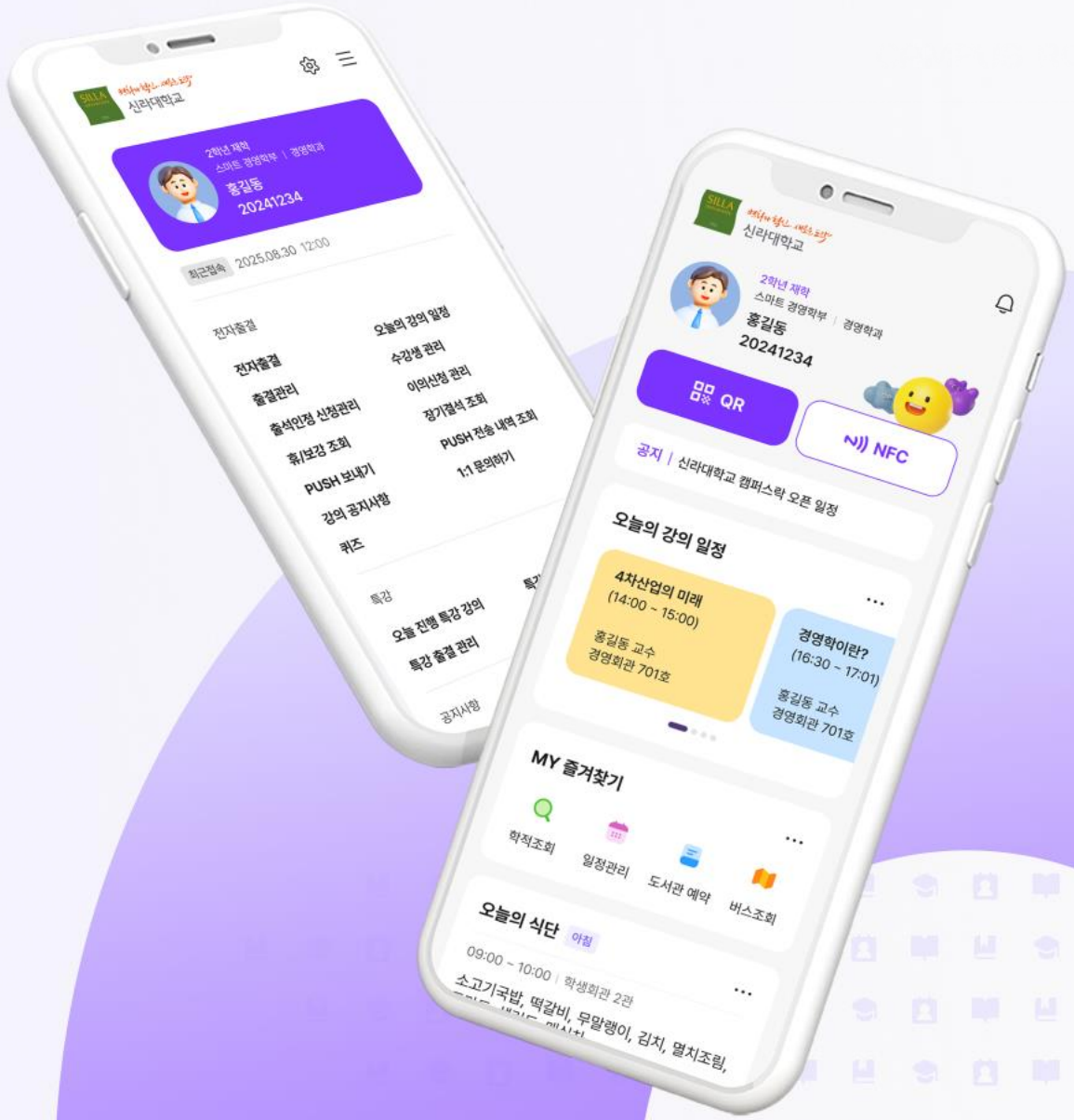
User Manual

For Professors APP



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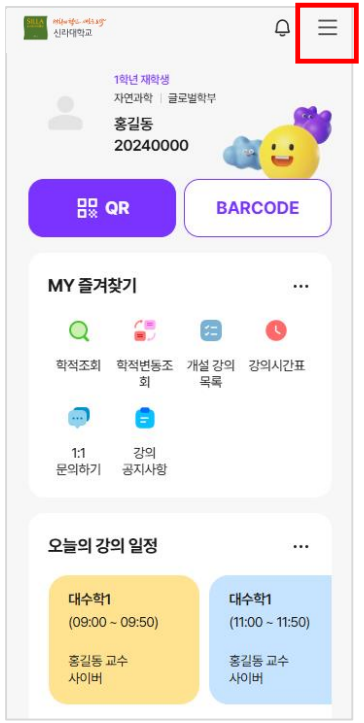

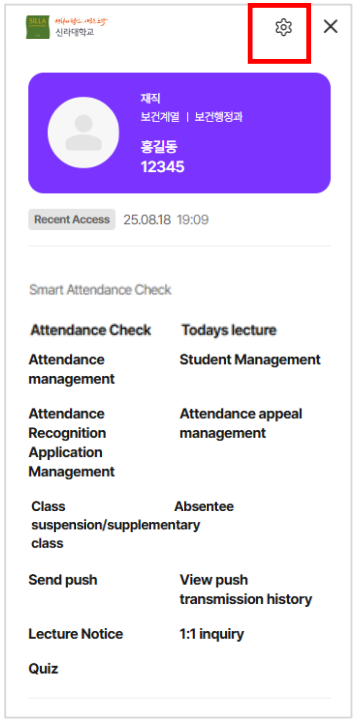

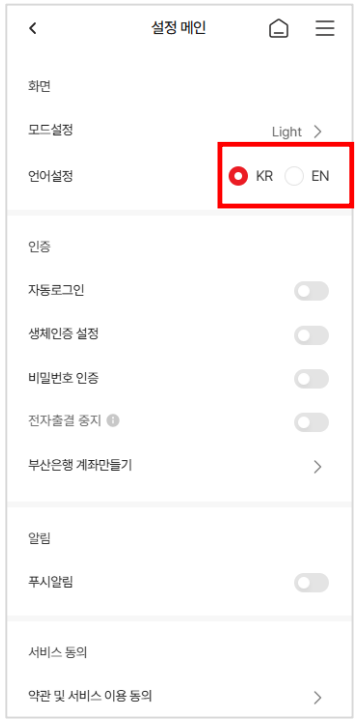

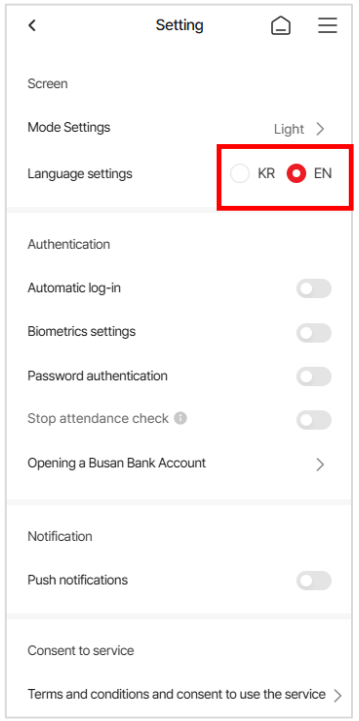

1 Full Menu > Settings > Language Settings

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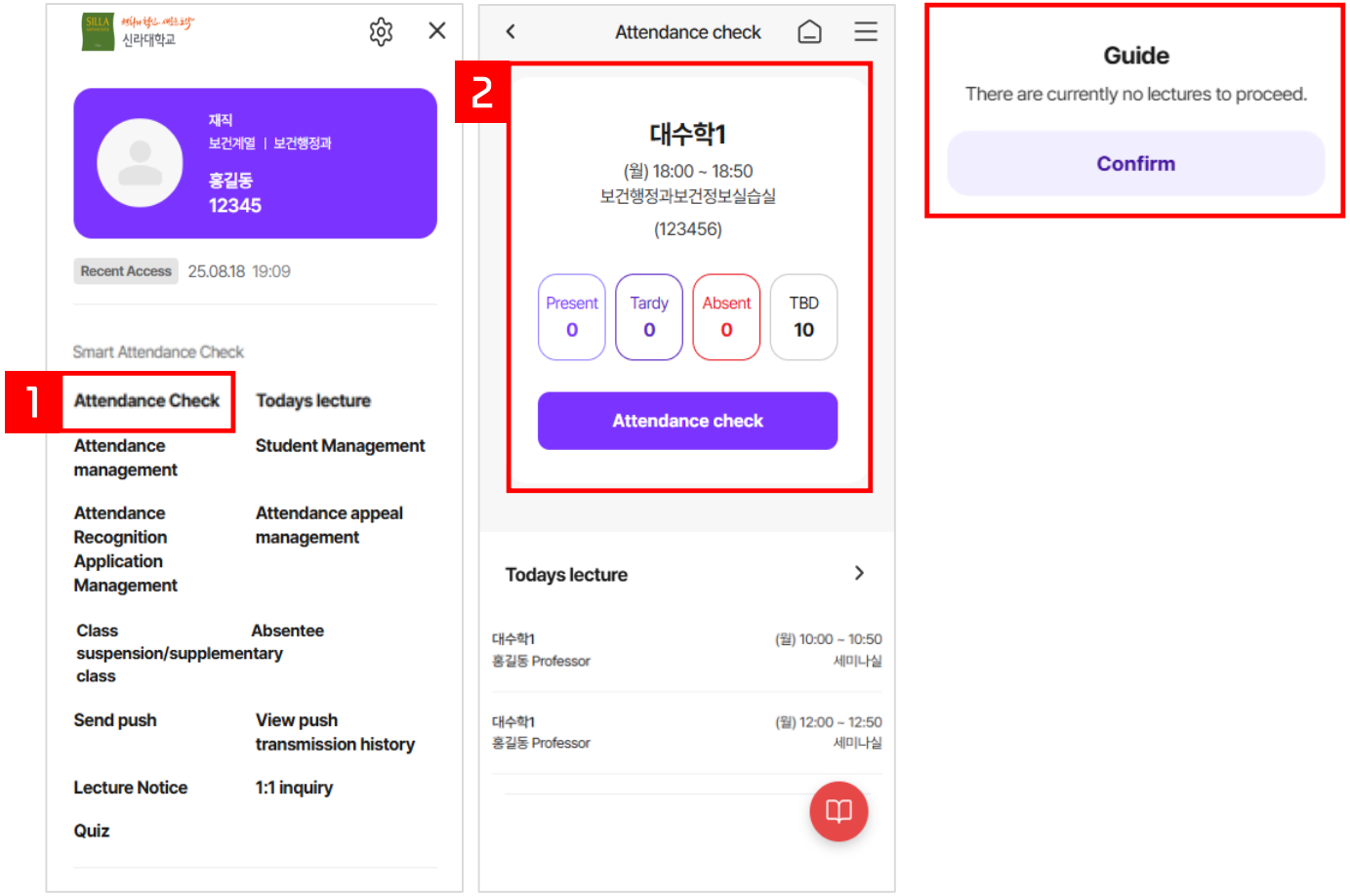
Route for Attendance Check



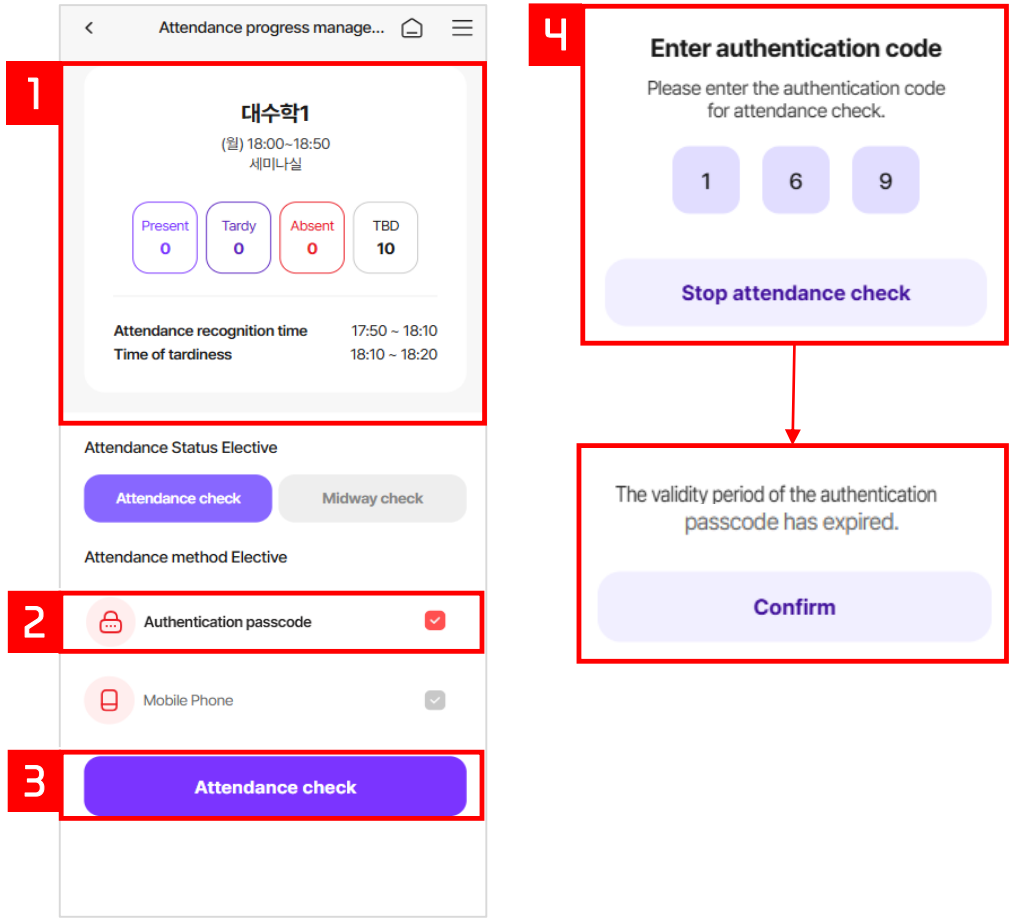
1 How to start Attendance Check- Main Menu › Smart Attendance check › Attendance Check

- Select the main menu icon at the top right of the main screen.
- Select Attendance Check.
- When selecting Attendance Process, follow the confirmation instructions to proceed with attendance. (See the next page for Attendance Progress Management)

2 Lecture Guide in Progress

- You can check out the ongoing lecture.
- You can check the attendance status information of students on the electronic attendance screen All.
- An announcement pop-up will appear if there are no lectures currently in progress.

Attendance Check - Authentication Passcode Method



1 Status of Attendance check

- You can check the attendance status information of students on the electronic attendance scree All

2 Classification of attendance and authentication passcode method

- Under Attendance classification, select Attendance Check or Moderate Check.
- Select the attendance method.

* Authentication passcode: Sharing the authentication passcode automatically generated by the professor app to students

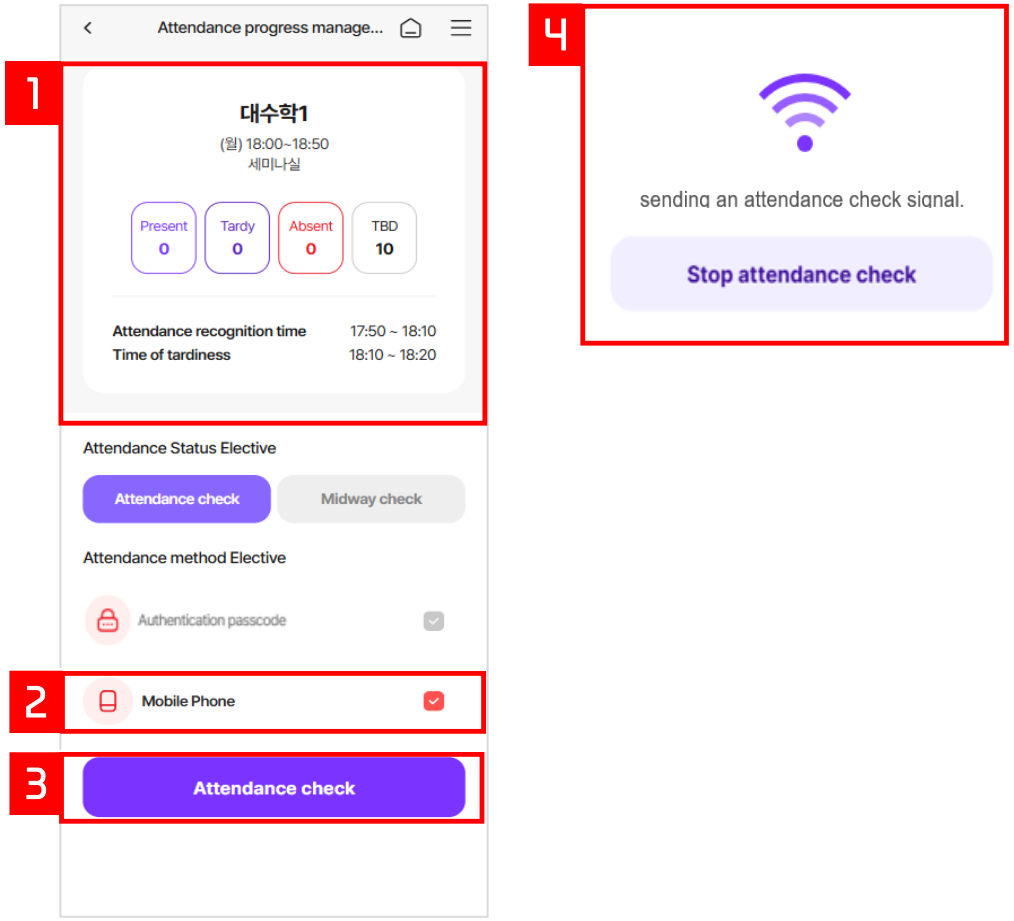
3 Attendance progress

- Select Attendance to proceed with attendance.

4 Proceedings and suspension of attendance

- Share the certification code (number) with students.
- Authentication passcode when selecting to stop attendance with a valid expiration check box
- Attendance will be suspended immediately.
- A new authentication code is generated when attendance is resumed.
- After attendance is in progress, the attendance method is not allowded to be changed.

Attendance Process - Phone to Phone



1 Status of attendance check

- You can check the attendance status information of students on the electronic attendance screen All.

2 Classification of attendance and mobile phone method

- Under Attendance Classification, select Attendance Check.
- Select the attendance method.

* Mobile phone: Bluetooth communication between the professor's mobile phone and the student's mobile phone

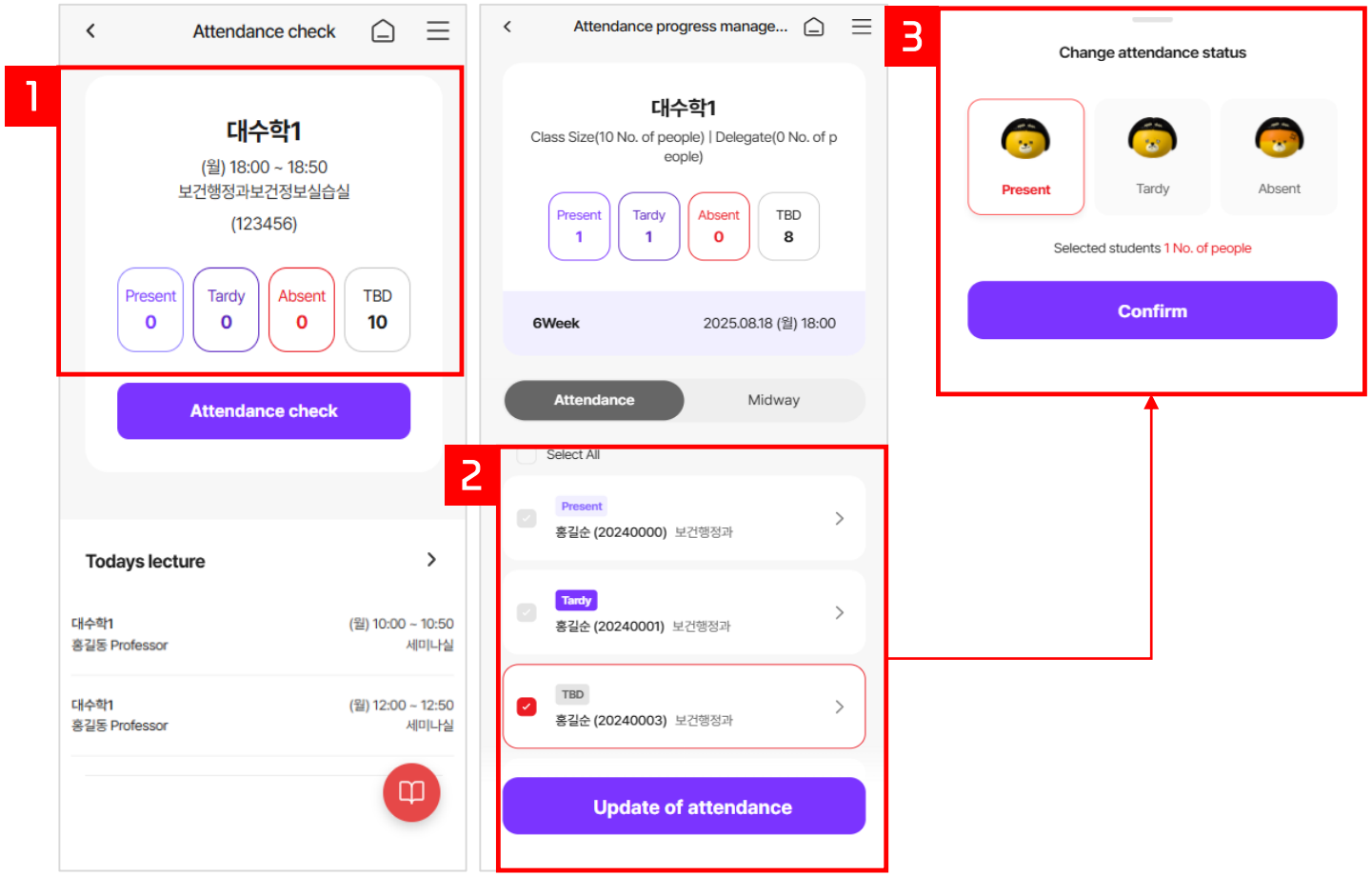
3 Attendance progress

- Select Attendance to proceed with attendance.

4 Proceedings and suspension of attendance

- Share attendance check signal (Bluetooth) with students.
- If you choose to stop attendance, the attendance check signal will be stopped and attendance will be immediately It's going to stop
- We will share attendance check signals when you resume attendance.
- After attendance is in progress, the attendance method will not be changed.

Attendance Management -Attendance Status Update



1 How to Enter Attendance Status Update

- Choose between Present / Late / Absent / Unspecified.
- You can view the list of students for each category.

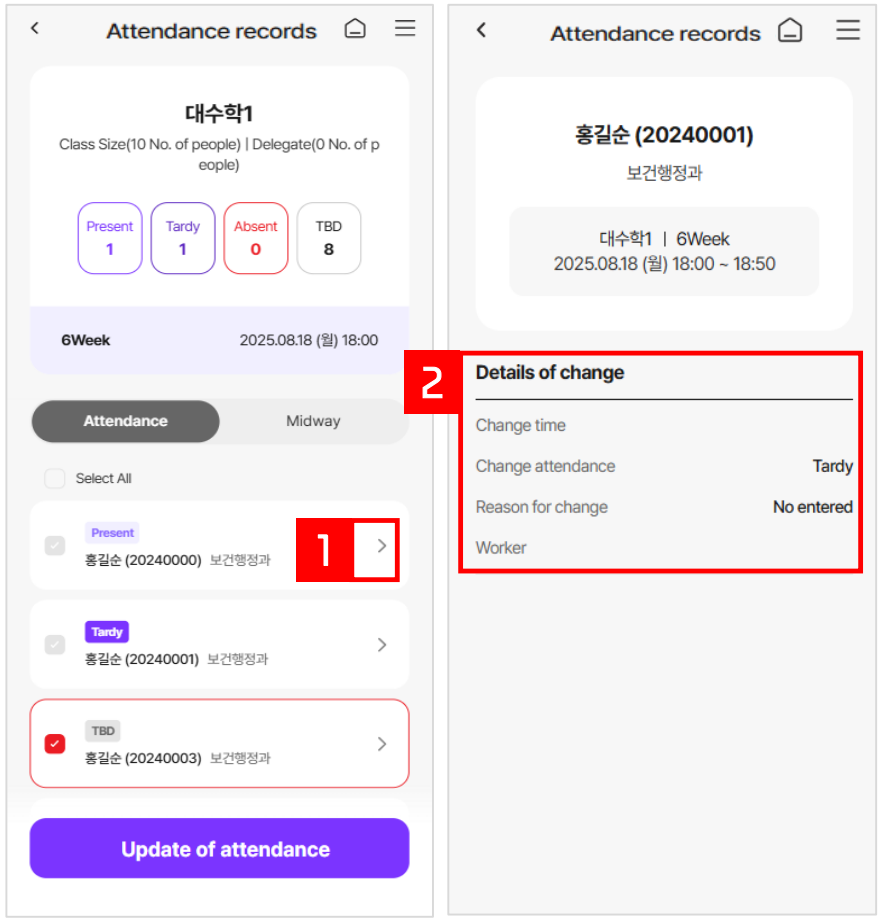
2 Select students for Attendance Status update

- Select the attendance type (Full Attendance / Mid-Term)
- Select the students whose attendance status you want to change (You can select all students)

3 Proceed with Attendance Status update

- Choose the attendance status and update the student's attendance (Present / Late / Absent)

Attendance Progress Management - Attendance Records



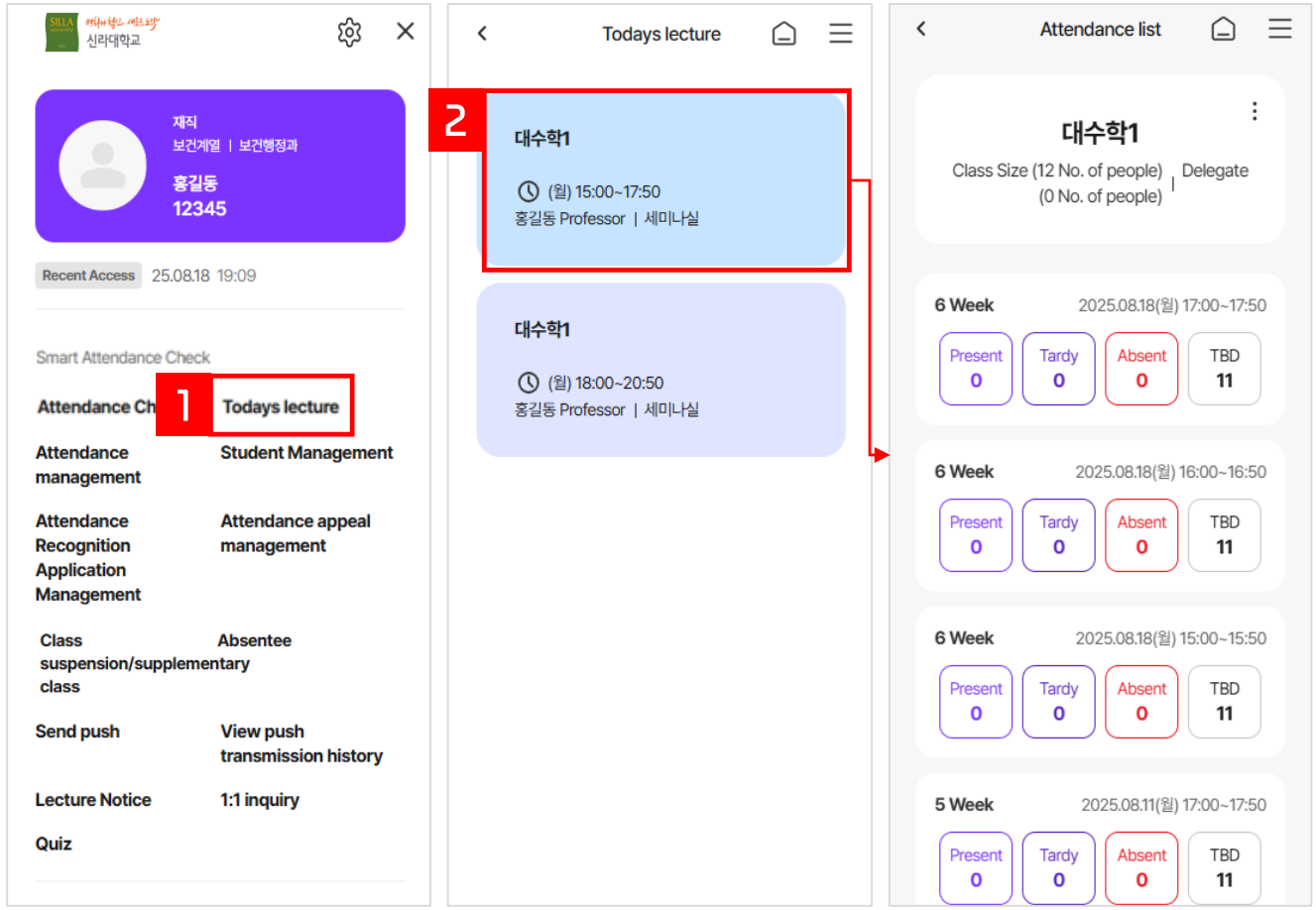
1 How to see Attendance Records

- Select the “›” icon from the student list in Attendance Progress Management.

2 Check Attendance records

- You can see the attendance records of the selected student.

Today's Class Schedule



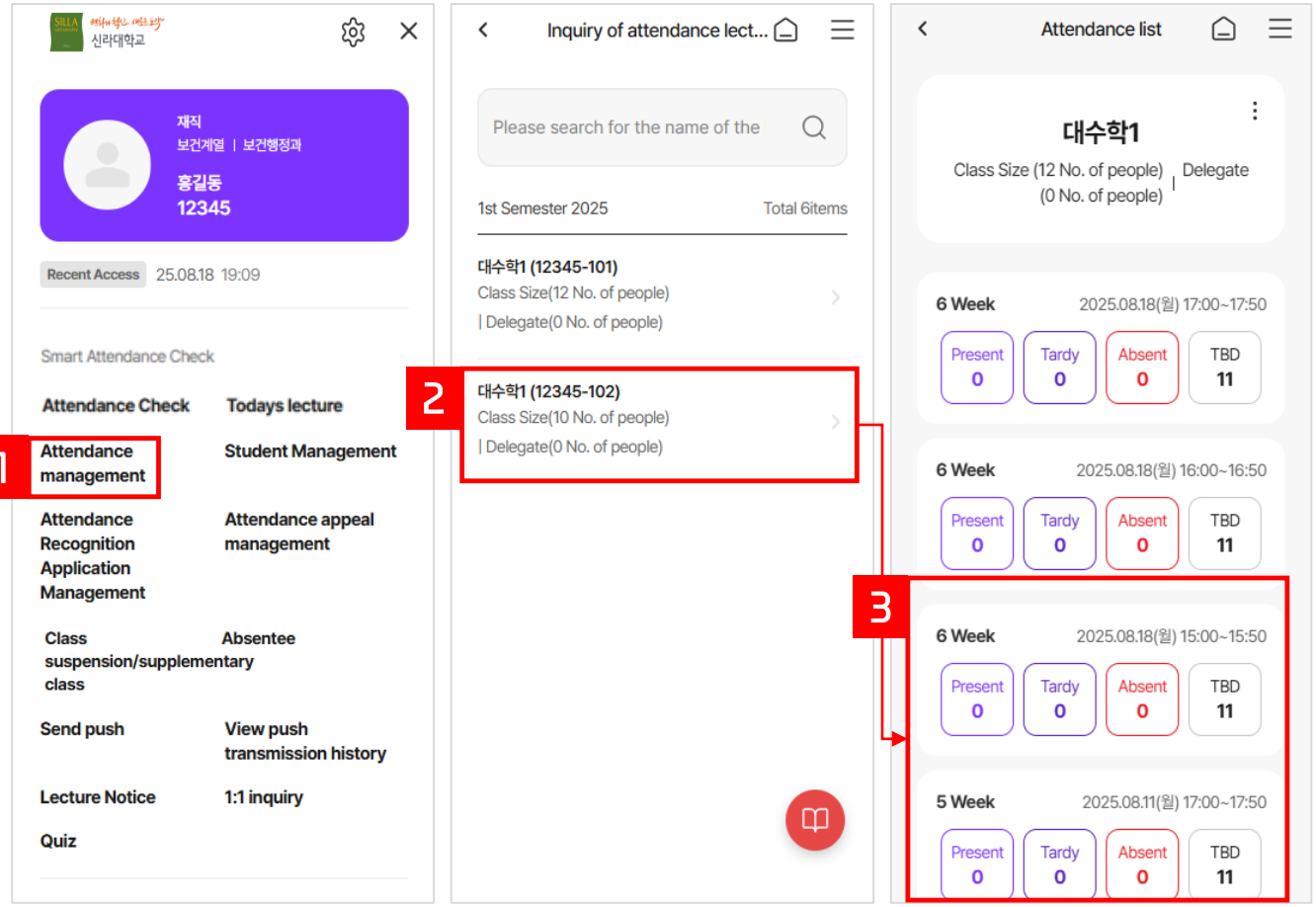
1 How to Access Today's Class Schedule

- Select the menu icon at the top right of the main screen.
- Choose “Smart Attendance Check › Today's Class Schedule."

2 Today's Class Schedule › Attendance Management Inquiry

- Select a class from the list of today's classes to go to Attendance Management.

Attendance Class Inquiry - Attendance List



1 How to Access Attendance Class Inquiry

- Select “Smart Attendance Check › Attendance Management" from the full menu.

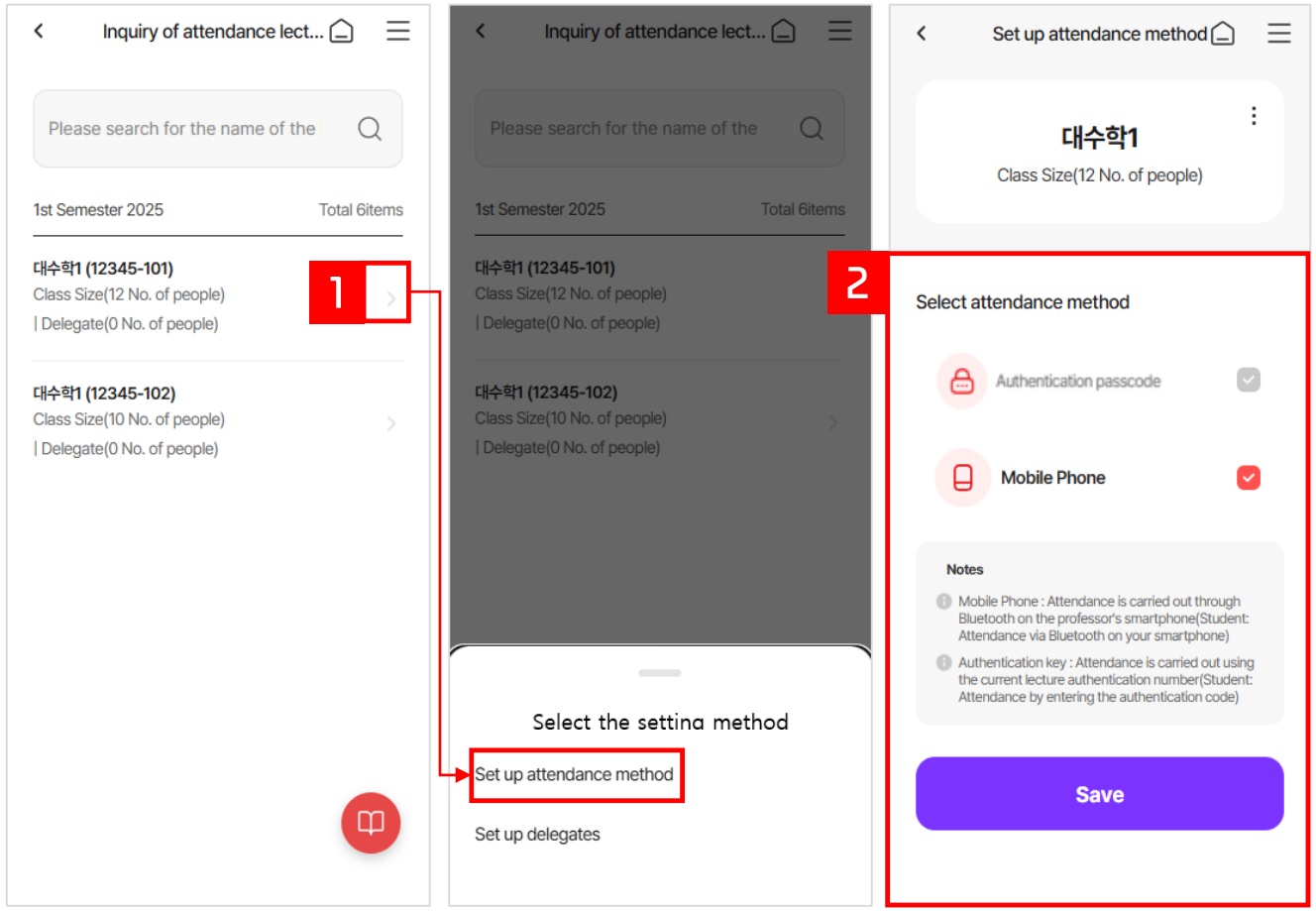
2 Searching for Attendance Classes

- Search for the class name to view the list of classes.
- Select the class to move to the attendance list you want to view.

3 Viewing the Attendance List

- You can check the number of students enrolled in the selected class and the number of proxies.
- You can check attendance by week.

Attendance Method Settings



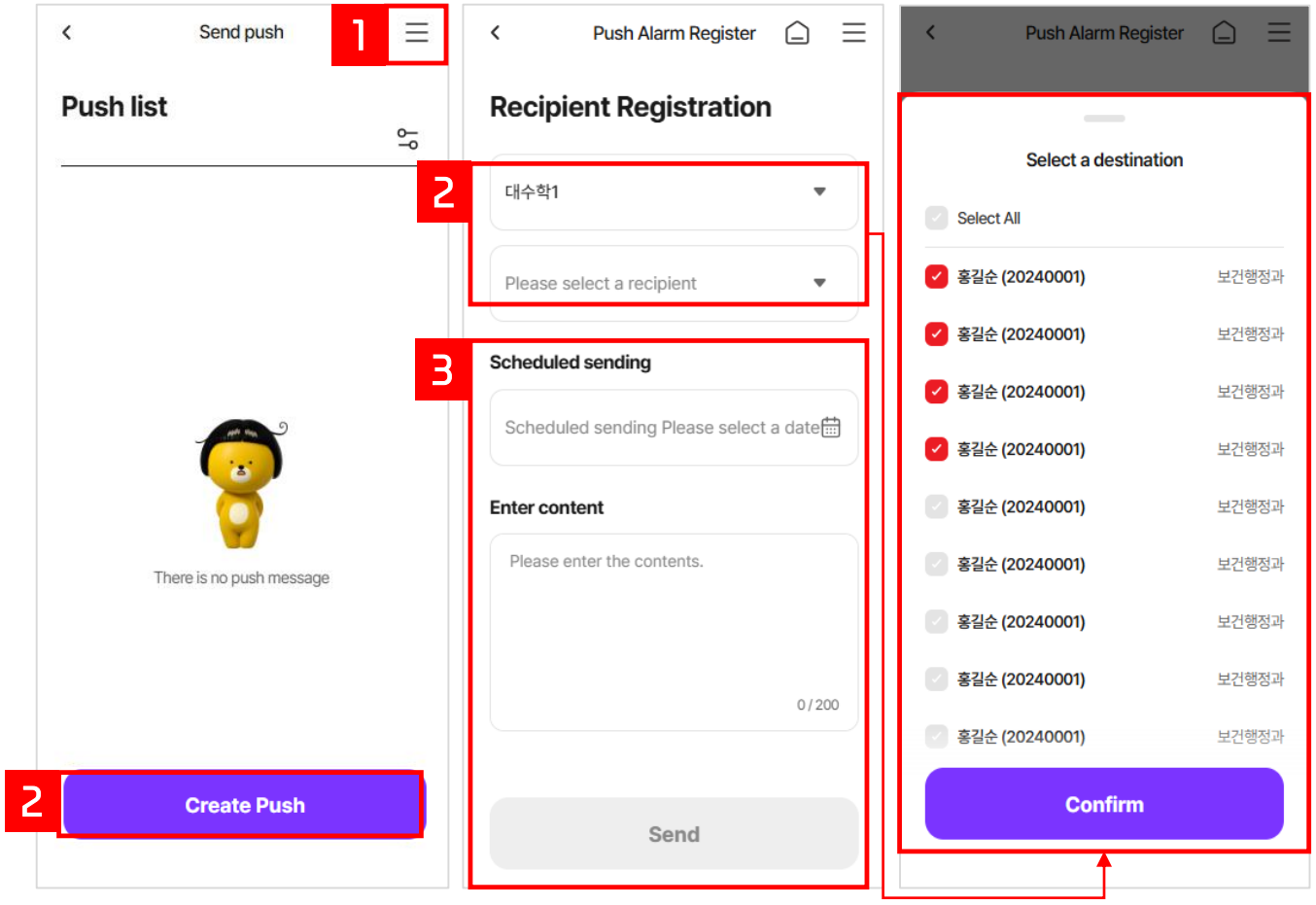
1 How to Access Attendance Method Settings

- Select the “›” icon in the Attendance Class Inquiry list under Attendance Management from the full menu.
- Choose "Attendance Method Settings" in the settings options.

2 How to Set Attendance Time

- Select the authentication key method. (Beacon and mobile methods will be supported in the future)
- Save the selected attendance method.

Send PUSH



1 How to Access Send PUSH

- From the main screen, select the top right menu icon › Select "Send PUSH."

2 Registering Recipients

- Select "Push Registration."
- In the recipient registration, select the subject and then choose the students.

3 Scheduled Sending and Sending

- When scheduling, choose the date and time, enter the message, and then select "Send."

Smart Attendance Check Q & A

Attendance Check

- How do I check attendance?
- I can't check attendance.

Attendance check uses data communication (Wi-Fi). To proceed with attendance check, data communication (Wi-Fi) must be enabled. If data communication (Wi-Fi) is not activated, communication with the management system cannot be established, and attendance cannot be processed.

App Permissions and Usage Right

- What if I accidentally denied app permissions when I first launched the app? Can I still use the app?
- I can't check attendance due to app permissions.

If a user accidentally denies app permissions, there may be restrictions in using features such as attendance check. In that case, go to Settings › All Applications › Select App › Permissions, and reactivate the denied permissions. If reactivating the permissions is complicated, you can simply delete and reinstall the app, then grant all the necessary permissions.

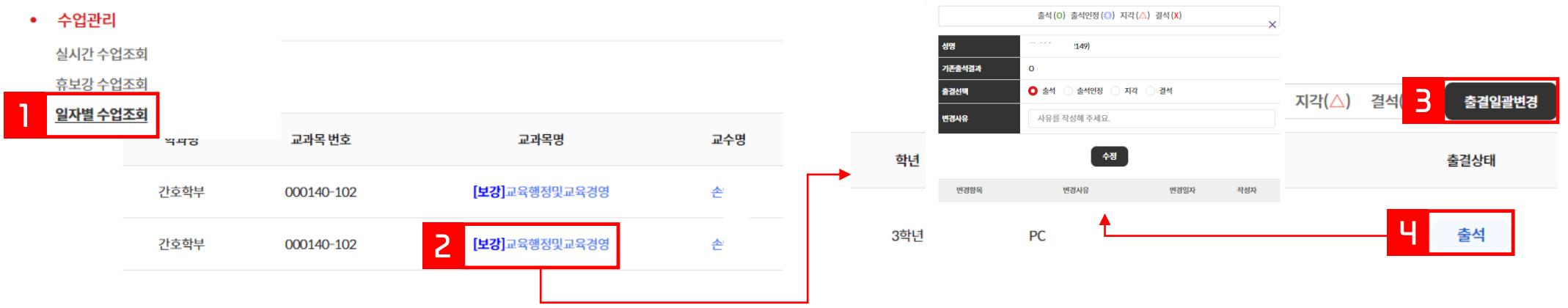
Device Change / Unable to Login

- I changed my phone, and now I see a message saying I can't log in.
- I want to check attendance with another phone.

The Smart attendance application matches the user's login account with a single phone for security and to prevent hacking. If you change your device, contact the administrator to reset the device, and then log in from the new device. Without the administrator's permission and reset, you cannot check attendance with another phone.

If the app is not working, here's how to proceed.

If the app is not working but web (internet) access is available, please proceed with attendance through the Smart Attendance Check webpage.



1 Smart Attendance > Electronic Roll Call Management > Bulk Attendance Change by Date

- Selecting the "Bulk Attendance Change by Date" menu on the left will show the classes for today's date.
- After setting the search date, check the classes for that day.

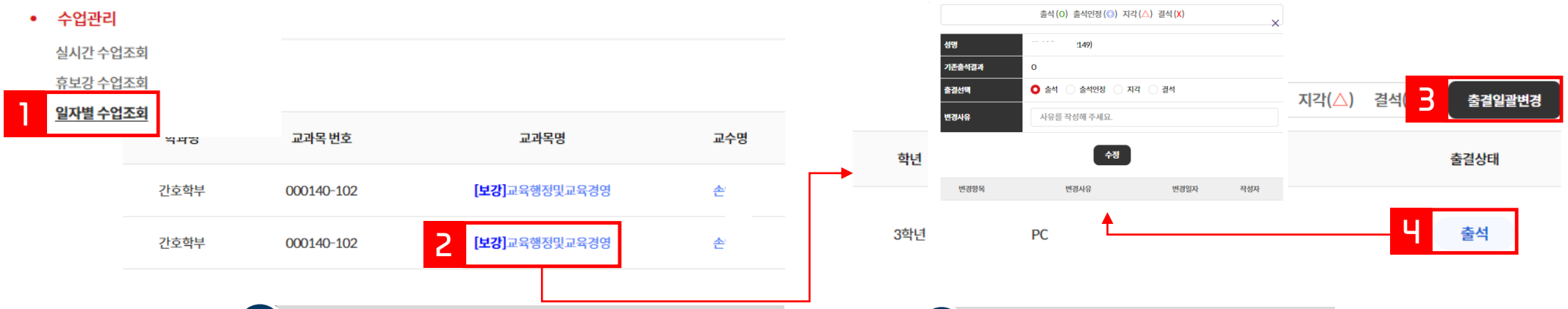
2 Selecting the Course Name

- By selecting the course name, you can view the student list for that class along with photos.

If attendance cannot be processed on a specific app (Android or iOS), attendance changes can only be made for users whose attendance could not be processed via the "10p Select Attendance Change."

If the app is not working, here's how to proceed.

If the app is not working but **web (internet) access is available**, please proceed with attendance through the **Smart Attendance webpage**.



3 Bulk and Individual Attendance Changes

- After selecting "Select All," you can bulk change attendance for students or individually select and change attendance.

4 Attendance Details > Change

- In the "Attendance Details" screen, you can write the reason for the change and update the attendance results.

If attendance cannot be processed on a specific app (Android or iOS), attendance changes can only be made for users whose attendance could not be processed via the "10p Select Attendance Change."

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END OF DOCUMENT