iKnow
Europass CV, ECTS, Register of Skills, and Diploma supplement module

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Introduction

- Reporting about successfully completed student activities, ECTS, quality of completed courses (GPA), and updating Europass CV

- Enable electronic access to university record system, issuing of diploma supplement and other certificates, updating alumni data, summary and reporting about skills and knowledge

Objective

- Exchange information about results with the module for student services

- Follow the quality of completed courses

- Provide reports about completed student activities

- Provide reports about successfully completed ECTS

Objective

- Provide reports about completed courses
- Provide automatic update and availability of EuropassCV
- Provide access to academic results
- Provide diploma supplement
- Provide other certificates
- Updates alumni info
- Provide summary reports

Benefits

- Reduce time in activities/ Efficiency
- Centralized data handling and integration with the module for student services.
- Paperless administration with reduced manpower /Cost cutting
- Transparency
- Available services to student and administration

Requirements

- Manage large number of candidate details.
- Create and manage student accounts
- View all the details of the students.
- Create the statistical reports.
- Enable the students to take proactive role
- Provide the candidates with updates of theirs current status

Users

Administrator (ADM)	Manages all setup data in the process Create and manage user accounts for user groups
University Administration (UA)	Monitor and supervise the process carried out by Faculty / Study programme Views and analyse reports and data Analyse quality of service provided Views reports about FAQ Issues reports to the University management Issues reports to media / Ministry od Education
Faculty/Study programme Users	Provides data in the system about exams
Supporting personnel (SP)	Enters data from the paper only applications (received by mail, special cases, translated documents, etc.) in the system
Ministry of Education	View various statistical reports for applied / admitted candidates
State Statistical Office	View various statistical reports for applied / admitted candidates
Student	Registers to the system Inputs personal details, fills application Fills details from his/her certificates (academic scores) Submits / prints application/ reports/diploma/ certificates View results and progress

Core functions

- Creating / managing accounts

- Manage look-up tables

- Manage study programmes, prerequisites and admission quotas

- Manage rules, prerequisites for passing a specific programme

- Exchange information about results with the module for student services

Core functions

- Follow the quality of completed courses
- Provide reports about completed student activities
- Provide reports about successfully completed ECTS
- Provide reports about quality of completed courses (GPA)
- Provide automatic update and availability of EuropassCV

Core functions

- Provide access to academic results
- Provide issuing of diploma supplement
- Provide issuing of other certificates
- Updates alumni info
- Provide summary reports to University Management and Ministry of Education