

TEMPUS project JPGR 511342 - iKnow



Education and Culture DG

**Innovation and Knowledge Management towards
eStudent Information System – iKnow**

**11th Workshop on Electronic student services
Report and conclusions**

Date and time – Meetings held on 05.10.2011 at 10h

Location – UKIM, Skopje, Rectorate Hall

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Contracting Institution:

LSBU – London South Bank University, London, UK

Coordinating Institution:

UKIM - University Sts Cyril and Methodius, Skopje, MK

Participating Institutions:

UKLO – University St. Clement Ohridski, Bitola, MK

UGD – University Goce Delchev, Stip, MK

SEE – South Eastern Europe University, Tetovo, MK

EURM – European University of Republic Macedonia, Skopje, MK

FON – FON University, Skopje, MK

UDO – University of Dortmund, DE

ULJ – University of Ljubljana, SI

Report of 11th Workshop on Electronic student services

Project Title: Innovation and Knowledge Management towards eStudent Information System – iKnow

Author of document: Marjan Gusev – project coordinator

Checking: Shushma Patel – project contractor

Participants

UKIM – Prof. Dr. Marjan Gusev

UKIM – Prof. Dr. Dejan Gjorgjevikj

UKIM – Prof. Dr. Ivan Chorbev

UKIM – Mr. Goran Muratovski

And 67 other representatives from 22 UKIM Faculties

Welcome note

Welcome note was addressed by host – UKIM project coordinator prof. Marjan Gusev giving accent on importance of this project to UKIM university priorities

Introduction and presentation

Prof. D-r Marjan Gusev as project contractor has addressed the audience with details about the status of project implementation and the need of change of attitude to realize the electronic versions of student services, avoiding paper documents.

Prof. Gusev has also noted that several procedures have to be changed and the main decision about new procedures will be brought by the Rector's office and Board of Deans on a meeting scheduled on Oct 26th.

He also presented several slides explaining new workflow procedures, where the students will submit applications and demands in electronic way only, and main services will be also delivered in electronic way only.

Software demonstration

Miroslav Janevski as representative from Neocom has demonstrated the software explaining four main roles, as administrator, student, professor and officer in student services.

Conclusions

There were 67 participants (39 female and 28 male) from 22 different Faculties at UKIM. All of them discussed and raised a lot of questions mainly concerning about change of attitude and elimination of papers, and worrying if this can be practice according to the existing legislation in Macedonia.

The faculties will wait for final decisions to be made in order to be compatible with all existing legislation and laws in Macedonia, especially in the segment of keeping the paper versions of all relevant docs. They also raised several questions, for example if this system will be applied only for freshman students, or to all students, and in that case they expressed worries how the existing data will be transferred into the system.

The following is a list of some of the questions concerning software:

1. Concerns about security – if there is a need of tokens, or IP address authorization
2. Data import of existing systems
3. Schedule implementation
4. Administration of realized lectures and attendance
5. Calculation of grades and implementation of grading system
6. Subject dependencies – in order to enable choice of new courses
7. Integration of payment methods
8. Choosing electives in enrolment process
9. Possibility to make 10% of all faculties' courses available for election
10. Evaluation of professors and implementation of surveys
11. Student transfer to other universities
12. Student photo to be uploaded and presented in the file
13. Usage of course equivalency
14. Possibility for professor to upload attendance and student's activity

The meeting finished after 3 hours of demonstration and discussion.