

**TEMPUS project JPGR 511342 - iKnow**



**Education and Culture DG**

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

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**10th Workshop on Electronic enrolment  
Report and conclusions**

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**Date and time - Meetings held on 10.07.2011 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 10th Workshop on Electronic enrolment

**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 64 other representatives from 22 UKIM Faculties

## Introduction and presentation

Prof. D-r Marjan Gusev as project contractor welcomed the audience from UKIM faculties. In his presentation he has addressed details about the project with the goal and objectives. He gave introduction to the first software to be used – electronic enrollment.

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 will be distributed to all faculties.

The presentation consisted of explanation of the new workflow procedures, where the students will submit applications in electronic way only, and a lot of work will be realized automatically by the system itself.

## Software demonstration

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

## Conclusions

There were 64 participants (38 female and 26 male) from 20 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.

Most of the faculties agreed to try the new software but will use the old paper based versions due to short time for adaptation.

The following is a list of remarks for the company to include in their final version before the enrolment takes place.

1. To include conditions also for applicants that finished high school 2007/8
2. Faculty of Philosophy asks for different majors according to language of studies
3. Skopje to be included instead of Municipalities, or to set both name of town and municipality
4. Faculty of Philology had problems in definition of study programs
5. To avoid deleting of some data when new data is entered until the cycle finishes – reported by Faculty of philology and Faculty of Science
6. To improve drop down menus to be readable in complete width
7. There are problems in Internet explorer when entering data, Chrome and Safari are OK
8. To make more visible the language selection button
9. To explain captcha in help text
10. To revise the selection of secondary (minor) subjects
11. To generate different reports according to type of graduation
12. To show nationality and type of graduation
13. To revise selection of default mother language
14. The language and type of graduation can not be updated
15. The second subject can not be entered
16. Pdf version of internal application does not correspond to html version
17. To check number of places for telephone numbers
18. To enable combined studies (first plus second cycle)
19. International students should not select municipality in Macedonia
20. To revise the list of secondary schools and towns
21. To revise list of additional requirements

The meeting finished after 3 hours of demonstration and discussion.