

TEMPUS project JPGR 511342 - iKnow



Education and Culture DG

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

**18th Workshop on Organization of Electronic
Enrolment at UKIM for 2012**

Report and conclusions

Date and time – Meetings held on 09.05.2012 at 12h

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 18th Workshop on Organization of Electronic Enrolment at UKIM

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. Elena Dujmova, Academic Vice-rector

UKIM – Prof. Dr. Marjan Gusev

UKIM – Prof. Dr. Dejan Gjorgjevikj

UKIM – Prof. Dr. Ivan Chorbev

UKIM – Mr. Goran Muratovski

And 53 other representatives from 23 UKIM Faculties

Welcome note

Welcome note was addressed by UKIM academic vice-rector prof. Elena Dujmova and project coordinator prof. Marjan Gusev. They giving accent on importance of introduction of electronic enrolment at UKIM this year as decision of great importance into the new knowledge society Macedonia is aiming to.

Introduction and presentation

Prof. D-r Marjan Gusev as project contractor has addressed the audience with details about the status of project implementation and realization of the electronic enrolment at UKIM this academic year. It also requires change of attitude and workflow procedures.

Prof. Gusev has also noted that this procedure to realize electronic enrolment was brought by the Rector's office and will make it easier for all faculties to process all required data, since each applicant will fill its own data.

Software demonstration

Prof. Chorbev has presented the latest software version explaining the main functionalities about enrolment. The presentation lasted 45 minutes covering all relevant issues for student services and application procedures.

Discussion

A fruitful discussion was held for more than 90 minutes. A lot of questions were raised by participants from all faculties and relevant answers were given about organizational procedure. Some questions raised issues about requirement that each applicant should have e-mail address and formally fill the electronic application since it is not part of the official call announced at the newspapers. Also there were worries

if this can be practice according to the existing legislation in Macedonia. The security issues were also discussed, along with organizational issues how to handel a massive number of applicants in the same time.

Conclusions

There were 58 participants (32 female and 26 male) from 23 different Faculties at UKIM. All of them discussed and raised a lot of questions about organization of the electronic enrolment at UKIM for academic 2012/13 year.

More than 13.500 leaflets for perspective students and applicants were delivered to all faculties, according to the published quotas. These leaflets will be distributed to potential applicants on open days organized at Faculties and similar educational fairs.

Rector and academic vice-rector have agreed to distribute approx. 34.000 leaflets within newspapers on 1st of June before graduation of high school students, 22nd of June after graduation exams of high school students and 10th of August a week before enrollment. Other dissemination activities will also cover radio, TV campaigns and billboards.

Redundancy issues to be analyzed until the next meeting of the Rector's Office include: 1) a second redundant server at different location at FINKI Faculty, 2) redundant second Internet connection at University, 3) electrical energy supply on special dedicated aggregate etc. Rector has agreed to start tender procedure to make these resources available as they might become critical threats for smooth realization of the next enrolment.

The meeting finished after 3 hours of demonstration and discussion.