**YABACOLLEGE OF TECHNOLOGY**

**Centre for Information Technology and Management**

**[ C.I.T.M. ]**



**MEMO**

**To: Rector**

**From:** Ag. Director

**Date: 5th February 2024**

**Subject: Introduction of the Centre Print Application.**

Dear Deputy Rector Academics,

I am reaching out to acquaint you with the Centre Print Application, a novel tool crafted to simplify and elevate the submission procedure at Yaba College of Technology.

The Centre Print Application acts as an integrated platform, encompassing various pivotal features to enhance efficiency and guarantee the integrity of submissions. Below, I aim to spotlight its principal attributes:

1. Online Submission and Storage: The application enables students to submit assignments directly through an online portal, eliminating the necessity for physical CDs or other external storage devices. This not only streamlines the submission process but also mitigates the risk of loss or damage to students' work.

2. Centralized Storage on Server: All student submissions are securely stored on a centralized server. This centralized storage system facilitates convenient access for educators, facilitating efficient review and evaluation of students' work.

3. Scheduled Exam Access: The application incorporates a built-in alert system that notifies students 15 minutes prior to the conclusion of their designated exam time. This ensures students are adequately prepared and ready to commence the exam promptly, fostering fairness and integrity in the assessment process.

4. Enhanced Security: Student submissions are securely stored on the server, safeguarding them from unauthorized access or tampering. This guarantees the confidentiality and integrity of students' work throughout the submission process.

5. Access Controls: The application employs access controls to restrict each student's access solely to their own work, preventing unauthorized access to exams before the scheduled time and upholding the integrity of assessments.

6. Accessibility: Student submissions are easily identifiable and accessible to educators, with the student's name stored alongside the filename on the server. This ensures convenient access during evaluation and review.

7. Audit Trails: The application maintains detailed logs of user activities, encompassing logins, file uploads, and accesses. These audit trails offer accountability and aid in identifying any suspicious behavior or attempts to access unauthorized content.

In conclusion, the Centre Print Application marks a significant advancement in the submission process at Yaba College of Technology. Its comprehensive features and functionalities are crafted to streamline operations, fortify security, and uphold fairness and integrity in submission.

I am optimistic that the implementation of this application will substantially benefit our academic community. I am at your disposal to provide additional information or assistance as required.

Thank you for considering the incorporation of the Centre Print Application. I eagerly await your favorable response.

Warm regards,

Koyenikan F. (Mrs.)