

FEDERAL UNIVERSITY OF PAMPA

Lucas Alexandre Fell

**Extensionly - A tool for supporting the
management of outreach projects and
programs in the university: Frontend**

Alegrete
2022

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Term Paper presented in Software Engineering Graduation Course in the Federal University of Pampa as a partial requirement for obtaining the title of Software Engineering Bachelor

Supervisor: Prof. PhD. Maicon Bernardino da Silveira

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Term Paper presented and approved on of
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<sigla da instituição>

This work is dedicated to all software engineering empiricists who,
at some point, felt like giving up
and throwing everything up in the air,
but still made it to the end.

ACKNOWLEDGEMENTS

I would like to thank my family, Isabel, Marco and Maitê for their unbounded love and support. I wouldn't be here without their help throughout the years and the education they were able to provide me. For that, I will be always grateful.

I am also thankful for the knowledge and education I received from each of my professors during my time at the University. This work wouldn't be possible without them. College has been a challenge since the start, especially during the COVID pandemic, but thanks only to their patience and effort in teaching, that was I able to reach this far in the course.

My advisor, Maicon Bernardino, for motivating, guiding, and being a great supervisor. For without his help and patience, this whole study could've been much more difficult than it needs to be.

My friend and roommate throughout the college years, Igor, for the bond we created through college that I'm sure will last for many years to come. Also, thanks for all the discussions and knowledge sharing we've had during each discipline of the course. It would've been much, much harder to come this far without his help.

*“The most beautiful experience we can have is the mysterious.
It is the fundamental emotion that stands at the cradle of true art and true science.”
(Albert Einstein)*

RESUMO

Em 2023, o processo de curricularização de novas Ações de Extensão será implantado obrigatoriamente pelas universidades. Apesar disso, essa gestão dos Programas e Projetos de Extensão continuaria sendo realizada manualmente pelo coordenador ou colaboradores da UNIPAMPA. Essa é a motivação principal por trás da Extensionly. Desenvolver uma solução que contemple todos os processos envolvidos no ciclo de vida das atividades extensionistas. Para isso, um protocolo foi formulado e executado para a realização de um mapeamento sistemático na literatura cinza, de acordo com as diretrizes da Engenharia de Software, com o objetivo de encontrar ferramentas similares. Os resultados foram classificados e, a partir de sua análise, foi feita uma extração de requisitos e necessidades iniciais da aplicação. Posteriormente, foi feita a confecção de um survey segundo definições e diretrizes encontradas na literatura. Direcionado à comunidade acadêmica da UNIPAMPA, teve como objetivo classificar, escala de importância, os requisitos previamente coletados com a revisão na literatura cinza. Os resultados foram analisados e, a partir deles, iniciou-se o desenvolvimento da solução proposta, uma aplicação web que suprirá as necessidades do público-alvo e reduzirá o esforço manual atualmente colocado nos processos de extensão.

Palavras-chave: Ferramenta. Survey. Literatura Cinza. Frontend. Extensão. Universidade.

ABSTRACT

In 2023, the process of curricularization of new outreach activities will be obligatorily implemented by universities in Brazil. Despite this, this management of outreach programs and projects would continue to be carried out manually by the coordinator or collaborators of UNIPAMPA. This is the main motivation behind Extension. Develop a solution that includes all the processes involved in the life cycle of outreach activities. For this, a protocol was formulated and executed to carry out a systematic mapping in the gray literature, according to the guidelines of Software Engineering, in order to find similar tools. The results were classified and, from their analysis, an extraction of requirements and initial needs of the application was made. Subsequently, a survey was carried out according to definitions and guidelines found in the literature. Directed to the academic community of UNIPAMPA, it aimed to classify, on a scale of importance, the requirements previously collected by reviewing the gray literature. The results were analyzed and, from them, the development of the proposed solution began, a web application that will meet the needs of the target audience and will reduce the manual effort currently placed in the outreach activities processes.

Key-words: Tool. Survey. Gray Literature. Frontend. Outreach Activities. University.

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LIST OF ABBREVIATIONS AND ACRONYMS

FORPROEX Forum of Pro-Rectors for Outreach of Brazilian Public Universities

ICES Higher Education Community Institution

IT Information Technology

MVP Minimum Viable Product

OA Outreach Activity

OCA Outreach Curriculum Activity

PROEXT Dean of Extension and Culture

SIGAA Integrated Academic Activities Management System

UNIPAMPA Federal University of Pampa

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1 INTRODUCTION

This work is part of a collaborative effort by two students from the Software Engineering course. Since the complexity and size of the problem were bigger than what the academy is used to seeing on term papers, the work was split among both authors. This decision was supported and previously agreed upon by their supervisor.

The effort was separated as follows: While this paper encompasses all of the front-end system requirements, such as analytics, multiple languages, component styling, design of the pages with the user interface and user experience, the counterpart focuses heavily on the back-end system requirements. Both projects are separate implementations and live in different version control repositories, and both have their own specific devops pipelines and deployments.

The Federal University of Pampa offers several opportunities for students to participate in environments external to the university. According to the 317th CONSUNI Resolution from April 29th, 2021, an outreach activity can be described as the following: An action that integrates the curricular matrix and the organization of research, constituting an interdisciplinary, political, educational, cultural, scientific and technological process. It also promotes the transforming interaction between UNIPAMPA and society, through the production and application of knowledge, in permanent articulation with teaching and research (UNIPAMPA, 2021b).

There are 4 different modalities for outreach activities (UNIPAMPA, 2021b): (i) Program: a set of actions that are oriented towards a common objective, with a medium to long term duration; (ii) Project: usually linked to a Program, it has a specific objective and a fixed term; (iii) Course: training activity, with short duration, and; (iv) Event: an action with an artistic, cultural and scientific character, with a well-defined duration.

An example is the JEDI Program, which aims to solve local problems and stimulate capacity building and training in Information Technology (IT) with the involvement of the community (academic and external) together with public or private companies (BERNARDINO, 2021).

To register a new Outreach Curriculum Activity, it is first necessary to identify whether it is a Specific or Linked OCA - whether it is linked to an Undergraduate Curriculum Component or not (UNIPAMPA, 2021b). The OCA insertion process is carried out at the Dean of Extension and Culture (PROEXT) of Unipampa (UNIPAMPA, 2021b). Once registered, the course committee will need to appoint one or more professors as outreach supervisors (UNIPAMPA, 2021b).

Among the supervisor's responsibilities are: the evaluation of the formative nature of the action carried out by the student, the validation of the use of Specific OCAs and also the construction and dissemination of a biannual report containing the extension activities carried out in the course.

After contacting the supervisor, showing interest in an OCA, it is the student's responsibility to request the use and validation of the hours spent in the activity with the Academic Secretary of the course (UNIPAMPA, 2021b). And the professor is responsible for selecting and enrolling each student interested in the OCA, until there are open slots.

1.1 Motivation

It's not a mystery that time is of utmost importance on the academic environment. It is an invaluable resource, and as such, must be dealt with with great care. Thinking about time is what drives this project forward, as currently, there is no solution to take care of all the requirements of creating and managing outreach activities in UNIPAMPA.

In 2023, due to Res. N°317 (UNIPAMPA, 2021b), the process of curricularization of new Outreach Curriculum Activity will be obligatorily implemented by universities in Brazil. However, all management would be carried out manually by the coordinator or collaborators of the Outreach Programs and Projects. With that in mind, a number of issues were identified with this manual approach that would be easily resolved by introducing a tool to support the process.

This means that everything - from developing a project, submitting and having it approved, sending emails and creating registration forms to open it for the students to join and later on receive their participation certificate - has to be manually done by the professors and coordinators. From the student's perspective, there is a possibility that one or more of the offers will go unnoticed amid the large amount of emails received daily from the university. The whole process is unoptimized, and takes a great amount of time and effort to be concluded.

So in order to create a more efficient and welcoming environment for the outreach activities in the university, the idea of a system to support the needs of this whole process was conceived.

Also due to the institutional action "Unipampa Cidadã" - which aims to dedicate a portion of the hours currently invested in outreach activities in projects and areas of great social relevance - it is expected that the enrollment rate of new students in higher education will increase (UNIPAMPA, 2021a), which consequently highlights even more the importance of automating manual processes at the university.

1.2 Objectives

According to what has been presented, this Course Conclusion Work has the general objective of developing the front-end part of a tool in which all the current management of OCAs will be carefully observed and reproduced, in order to reduce the effort of the professors and supervisors with the manual steps of the process.

In order to achieve the general objective, the following specific objectives were defined:

- Systematically review grey literature works and products in order to find similar solutions, collecting the first batch of requirements.
- Elaborate a survey, according to (KASUNIC, 2005), in order to discover new system requirements and in order to better understand the target users' needs.
- Analyze the results and refine the elicited requirements to create tangible tasks and an implementation roadmap.
- Study current market technologies, programming languages and frameworks to build a stack which delivers a great user experience and is creates a codebase that is easily maintained.
- Create a working Minimum Viable Product (MVP) of the system which implements at first the most critical collected and refined requirements.

1.3 Contribution

The main contribution of this study is the implementation of an MVP, in the form of a web application, to support and automate the whole process of Outreach Curriculum Activities in the university. Due to the complexity of this proposal, as previously mentioned, the effort was split amongst two papers. This focuses on the development of a web app, with all its related challenges, but it doesn't encompasses the backend services in detail.

As for the artifacts generated to support the research, such as the gray literature systematic review and the survey, all of them were done in conjunction by both authors and are not related specifically to a single work.

1.4 Organization

This document is organized according the following chapters:

- **Chapter 2: Methodology:** Describes how the study was planned, the adopted methodology and the approaches used to conduct it.
- **Chapter 3: Background:** Important information and details of concepts related to the study, e.g. outreach activities in Brazil and in the Federal University of Pampa, federal laws and similar tools.
- **Chapter 4: Gray Literature:** How the protocol was structured, results, discovered tools, preliminary requirements.

- **Chapter 5: Survey:** How it was structured, results, validation of refined requirements with the target audience.
- **Chapter 6: Extensiononly:** Revolves around implementation details, created artifacts, technologies used, the software engineering process, DevOps practices and the incorporation of analytics.

2 METHODOLOGY

This chapter discusses how the study was planned, the adopted methodology and the approaches used to conduct it. The next sections will describe in more detail the procedures and techniques used on the research. Scientific research is described on section 2.1. In section 2.2, the possible research classifications according to (PRODANOV; FREITAS, 2013) are defined. After that, in section 2.3, the research design is shown and explained. A research schedule was created and can be seen in section 2.4. Finally, in section 2.5, the whole chapter is briefly summarized.

2.1 Introduction

The word “Science” comes from the latin word “Scire”, which means to learn and to know. For science to be done, there has to be a way to gather new information, building upon what is already known. This is where scientific research fits in. The scientific method, says (PRODANOV; FREITAS, 2013), is a way, through a set of adopted procedures, to achieve knowledge.

It is the basic instrument which turns thoughts into systems, ordering them through procedures, which guides the scientist along the way to achieve his predefined scientific goals. (PRODANOV; FREITAS, 2013) also mentions that without the scientific method, there is no science.

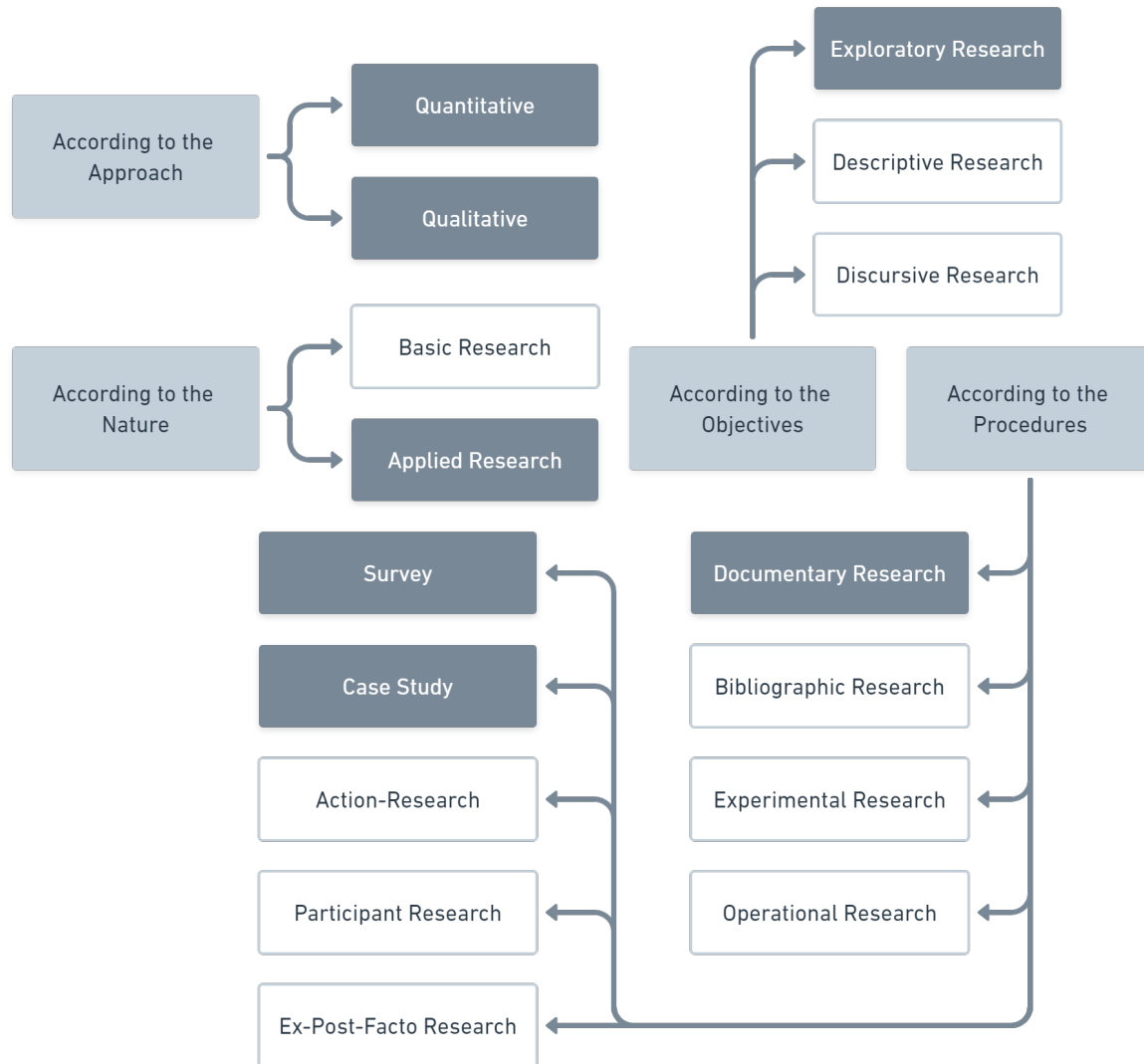
2.2 Research Classification

This research study is defined according to the classification created by (PRODANOV; FREITAS, 2013). It has multiple research types, each of which can be classified into several categories according to the nature, goals, approach and procedures of the study. Figure 1 shows how the research is categorized. The darker boxes represent categories which apply to this work. The terms in them are described in this section. The other boxes are kept for consistency with the original model.

Looking through the nature point of view, this is an **Applied Research**. It has the goal of generating knowledge to the solution of specific problems, through a practical application. It is related to local interests and often has a new process or product as a result.

From the objectives point of view, it is classified as an **Exploratory Research**, since one of its goals is to discover more information about what is being investigated, and maybe finding a new type of approach to the subject. This type of research generally takes the form of bibliographic research and **Case Studies**. The former doesn’t apply to this study, though, because the final product won’t be heavily inspired on white literature. Only the latter applies, because researches of this nature are more focused

Figure 1 – Research Classification



Source: Adapted from (PRODANOV; FREITAS, 2013).

on the immediate application of knowledge in a circumstantial reality, emphasizing the development of theories.

However, the product will certainly be inspired by gray literature, meaning it fits as a **Documentary Research**. It is similar to bibliographic research, but the main difference between them is the nature of their sources. While bibliographic research makes fundamental use of contributions from various authors on a given subject, documentary research is based on materials that have not yet received an analytical treatment or that can be reworked according to the research objectives.

According to the technical procedures, this research also features a **Survey**. They are much more suitable for descriptive rather than explanatory studies. They are inap-

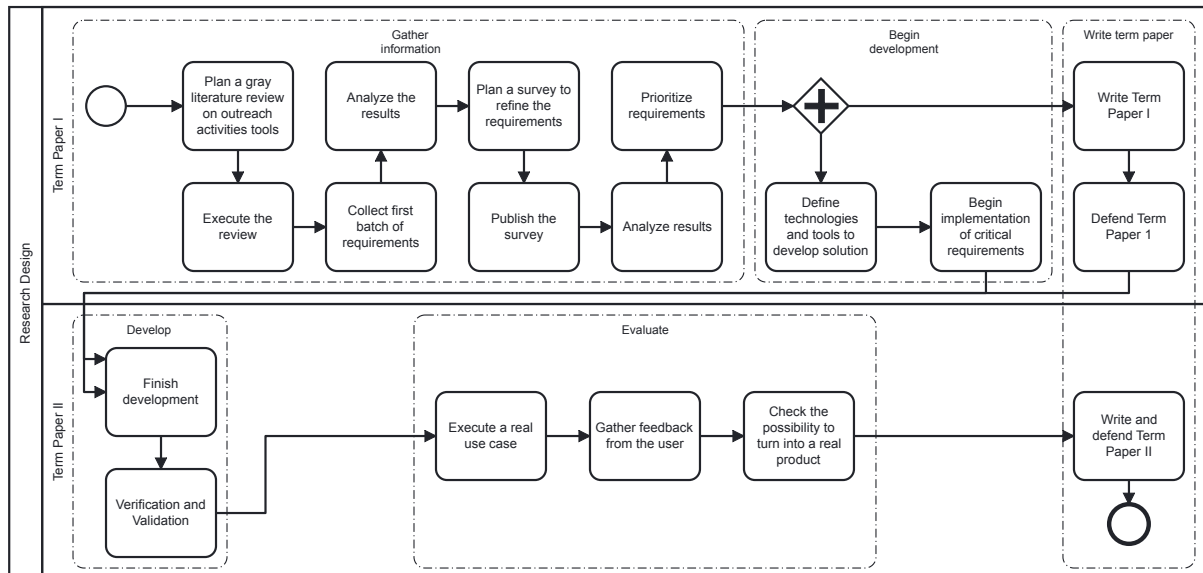
appropriate for the deepening of more complex psychological and psychosocial aspects, but very effective for less delicate problems, for example, electoral preference and consumer behavior. The latter is much more aligned with this study than the former. Surveys are very useful for the study of opinions and attitudes, but little indicated in the study of problems referring to complex social structures. How this technique was applied in the scope of this work is described in detail in Chapter 5.

Through the approach point of view, the research is both **Quantitative**, meaning translating opinions and information into numbers to classify and analyze them. And also **Qualitative**, because some parts of the study can't be quantified, and must be understood subjectively. An example would be to receive written, detailed feedback from a target-user through the survey.

2.3 Research Design

In order to conduct the study correctly, a research design was created. The activities are grouped in five phases: (1) gather information; (2) begin development; (3) write term paper; (4) develop; (5) evaluate. They are all described in this section and can also be observed in Figure 2.

Figure 2 – Research Design



Source: Author.

The **gather information** group aims to create two tangible artifacts: the gray literature systematic review and the survey to better understand the scope of the goal product and most importantly collect a list of well defined requirements.

Table 1 – Research Schedule

Activities	2021/2					2022/1				2022/2					2023/1	
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Plan and execute systematic review in the gray literature																
Plan and execute survey with target users																
Analyze results from previous steps and map requirements																
Plan and start tool development																
Write Term Paper I																
Defend Term Paper I																
Continue the development of the tool																
Execute a real use case on the tool																
Write Term Paper II																
Defend Term Paper II																

Source: Author.

The **begin development** group is where the implementation and the term paper writing begins. This is where the technologies used throughout the development of the product are defined. The most important requirements should already be implemented as well.

Next, there is the **write term paper** group, in which both first and second term papers are going to be written and defended. It is important to notice that the first work will be written while the initial MVP implementation is on going.

Continuing to the next milestone, is the **develop** group, where it is planned to finish the product development. After that, in the **evaluate** group, is where the real use case will be ran, and the feedback from it, analyzed. If all goes well, the product might turn into a real solution, adopted by the university to be used.

2.4 Research Schedule

In order to have a clear vision of the steps required to run this study, a timeline was created describing what will be done by month until the expected ending of the research. Refer to Table 1 for the full overview of what was planned.

2.5 Chapter Summary

This chapter provided an idea of how the methodology is defined for the study and how the research can be classified. In addition, the created research design was presented, showcasing the different planned processes for the future and those that have already been executed. The Chapter 3 describes all the information and background necessary for the success of this work, while also assisting the reader in better understanding the research methodology previously described.

3 BACKGROUND

In this chapter, information that complement the objective of the study are discussed, helping to understand the policies and resolutions involved. In section 3.1 the national outreach activity policy will be presented, which is valid for all universities in Brazil. It applies for each Outreach Activity (OA) regarding its relation to the academic and external community. Soon after in subsection 3.1.1 and subsection 3.1.2 the vision of how both the Higher Education Community Institution (ICES) as a whole and Federal University of Pampa, respectively, adapted to receive these new rules is described. Afterwards, in subsection 3.1.3 the differences between outreach programs and projects will be presented, followed by a more detailed explanation about the “UNIPAMPA Cidadã” project in subsection 3.1.4. The section 3.2 showcases current available tools and solutions in the market which are related to the study goal product. The section 3.3 reveals some tools related to the subject of the work, their commonalities and a high-level description. Finally in section 3.4 a general summary of the chapter is presented.

3.1 Outreach activities in Brazil

It is clear that participating in outreach activities has many benefits for the students who decide to take part in it (SELLOU; HARRISON; RIVETT, 2011). Besides promoting individual growth, the activities can also serve as a bridge connecting students and professors even more. In order to preserve them and encourage younger students to participate in them, the Forum of Pro-Rectors for Outreach of Brazilian Public Universities (FORPROEX), updated the old version of the National Outreach Policy document, published in 1999, with current situations and challenges encountered in recent years. In the new version of the document, (FORPROEX, 2012), some of its objectives are the following:

- Achieve the recognition of university outreach activities as an essential tool for the public university.
- Ensure that the outreach activity is the solution to any type of social problem faced by the country.
- Defend the funding of outreach programs and projects so that they can continue to function.
- Promote environmental and sustainable awareness in outreach projects in Brazil.
- Promote solidarity both nationally and internationally, covering the area of impact of outreach actions.

As a reference for directing and assisting Higher Education Community Institutions (ICES) to create their outreach policies, (FOREXT, 2013) also highlights the importance of integrating outreach activities with research and teaching, along with discussions of a social nature and the effects of the results on society. The document proposes nine outreach activity types, which are as follows:

(1) Programs, Projects and Activities for the socialization of knowledge; (2) Outreach Courses; (3) Participation in Councils, Academic Events open to the external community: Congresses, Symposia, Seminars, Colloquiums, Course Weeks and related activities; (4) Promotions of Art, Culture, Sport and Leisure with the involvement of the external community; (5) Provision of Services, Consultancy and Advisory Services, Technological Extension, Mandatory Internships; (6) School Clinics; (7) Curricular Professional Practices; (8) Disciplines that include practices with external communities; (9) Research Projects, Course Completion Works, Monographs, Dissertations and Theses with methodologies and practices of social intervention with external communities.

3.1.1 Outreach Activity curricularization in Higher Education

In order to implement what was mentioned above in the ICES, the Brazilian Ministry of Education created the Resolution No. 7, of December 18, 2018, which establishes guidelines, principles, foundations and procedures for OAs in higher education. As such, it was regulated that OAs will be made available in the form of curricular components for the offered courses (SUPERIOR, 2018).

The document also determines that the outreach activities must comprise at least 10% (ten percent) of the total student curricular workload of undergraduate courses, and they must also be part of the curriculum of the courses (SUPERIOR, 2018, p. 2, art. 4). Another important discussed topic is about the self-assessment of OAs. The main reason for this is the constant improvement of the activity with teaching, research, student training, teacher qualification, the relationship with society, the participation of partners and other institutional academic dimensions.. This evaluation must include the following:

(a) How many curricular credits the activity can give; (b) How it contributes to the Institutional Development Plan and the Pedagogical Projects for the Courses; (c) The demonstration of the results achieved in relation to the participating public.

Each OA must also contain the planning of its internal activities, the strategies for self-assessment, proposal, development and conclusion. These must be duly recorded and analyzed in order to organize the activity work plans.

As a final note, the Resolution says that the higher education institutions will have at most 3 (three) years, counting by the date the document was published, to implement what is being proposed.

3.1.2 Outreach Activity curricularization in UNIPAMPA

In relation to the Federal University of Pampa, as with other ICES, it must create a resolution aimed at standardizing outreach activities in general, presenting what they are, their target audience and their objectives. And thus was born the CONSUNI/UNIPAMPA Resolution No. 332 of 2021, which determines the types of outreach activities, already mentioned earlier in the study, their managing bodies, executing team, possible related processes, and rules such as the minimum duration of 8 (eight) hours (UNIPAMPA, 2021c).

3.1.3 Outreach Programs and Projects

3.1.4 UNIPAMPA Cidadã

3.2 User profiles

3.3 Similar tools

3.4 Chapter Summary

4 GRAY LITERATURE

Since the final outcome of this research is a software product, a systematic review of the gray literature - to map and evaluate existing tools and solutions that already solve the problem of managing outreach activities in the context of higher education universities - would be of great value before starting the development of the solution itself. The review was conducted by two authors. As previously mentioned, there are two research papers, written individually, but the artifacts created to support the study were made in conjunction.

This chapter reports the systematic review carried out in the gray literature. In addition, information relevant to the development of the goal product, obtained through the research, will also be presented. The protocol defined to conduct the review will be discussed, citing points such as research questions, inclusion and exclusion criteria, extracted data and search strings, in addition to detailed analysis and comparisons of the selected tools.

The article is organized as follows: The section 4.1 introduces terms and concepts used during the study. In section 4.2, the protocol defined by the authors will be presented. How the research was conducted, together with the data collected to answer the research questions will be described in section 4.3 and section 4.4 discusses threats to the validity of the study. Finally, section 4.5 completes the systematic review.

4.1 Background

Gray literature is defined by the following quote from (GAROUSI; FELDERER; MÄNTYLÄ, 2019): "<gray literature> is produced at all levels of government, academia, business, and industry in print and electronic formats, but is not controlled by commercial publishers, or that is, where publication is not the main activity of the producing body".

The term “black box” refers to the quality of software where the internal mechanisms of the system are not known; its use only focuses on outputs generated in response to selected inputs and execution conditions (NIDHRA; DONDETI, 2012). This term was used in the context of the Google search engine, where it is not known exactly what happens internally, only that sometimes the results vary minimally, even though the search string remains the same.

4.2 Planning

The authors decided that it would be more interesting and add more value to the study if a systematic review was carried out in the gray literature instead of in the white literature, due to the little content of formal works published on the outreach activities management topic.

Table 2 – Questions for inclusion of gray literature

Question	Answer
Is the subject “complex” and insoluble considering only the formal literature?	No
Is there a lack of volume or quality of evidence, or lack of consensus on outcome measurement in the formal literature?	Yes
Is contextual information important to the subject under study?	Yes
Is the objective to validate or corroborate scientific results with practical experiences?	No
Is the aim to challenge assumptions or falsify results of practice using academic research or vice versa?	No
Would a synthesis of insights and evidence from the industrial and academic community be useful to one or even both communities?	Yes
Is there a large volume of professional sources that indicate high professional interest in a topic?	Yes

Source: Adapted from (GAROUSI; FELDERER; MÄNTYLÄ, 2019).

Table 3 – Research Questions

ID	Question
RQ 1.	What tools currently exist that perform academic management?
RQ 1.1.	Which ones have related functionality or support outreach activities?
RQ 1.2.	What are the features offered by these tools?
RQ 1.3.	What are the most common features between this type of tool?
RQ 1.4.	What data do the tools use in relation to activities, participant registration and user registration?

Source: Author.

4.2.1 Reasons for carrying out the review

The main reasons to include a gray literature in review in the study by the authors were the following: (i) More search results for tools instead of formal articles; (ii) Running the search strings on white literature returned very few results; (iii) Several tools and solutions do not have published articles; (iv) By searching for tools, the authors hope to find functionality ideas and inspiration for the development of the goal product itself.

In the Table 2 are the questions used in the decision to carry out the review of the gray literature and their answers. In addition, the objectives defined for carrying out the review were:

(i) Find free tools that partially support academic management; (ii) Find features in existing tools; (iii) Validate ideas for features and data that will be used in the solution.

4.2.2 Research questions

In Table 3 are presented the research questions defined by the authors to be answered with the systematic review.

4.2.3 Search strings

The search strings were created after adapting the methodology used in (GODIN et al., 2015). First, search terms were created, using keywords such as **extensão** (outreach), **programa** (program), **projeto** (project), **gerenciamento** (management) and **atividade** (activity).

Table 4 – Search Strings

No.	Search String
1	sistema gestão acadêmicas (atividades projetos) site:.edu.br
2	(sistema ferramenta) gestão acadêmicas (atividades projetos) extensão site:.edu.br -SIGAA
3	(ferramenta aplicação) extensão (programa projeto) (gestão gerenciamento) -SIGAA
4	(app aplicativo) extensão (programa projeto) (administração gerência) -SIGAA
5	ferramenta extensão (programa projeto) (gestão gerência) -SIGAA
6	(ferramenta aplicação app aplicativo) extensão (programa projeto) gestão -SIGAA
7	software extensão (programa projeto) (gerência gestão controle) -SIGAA
8	(software ferramenta aplicação) extensão atividade -SIGAA
9	sistema extensão (projeto programa atividade) gestão -SIGAA
10	acadêmica extensão (projeto programa atividade) -SIGAA

Source: Author.

Furthermore, due to the scope being limited to outreach activities in Brazilian universities, the site filter provided by the search engine used “site:.edu.br” was initially used, meaning that only sites whose domain included the specified ending would be shown. However, it was later realized that it was better to remove the filter as some private universities do not have .edu in their domain.

Ultimately, the authors came up with ten search strings in total, with seven of them using the combination of the terms "**extensão (programa | projeto)**", which were defined as the most relevant terms. With each string, a limit was set to use only the first ten pages returned by the search engine, resulting in one hundred records per string and, consequently, one thousand records in total.

The keyword “SIGAA” was removed after the first search because it is a tool used by many public universities, which cluttered the results with essentially the same record, potentially hiding other solutions. The defined strings are presented in Table 4.

The search for the strings itself was performed on the Google search engine.

4.2.4 Inclusion criteria

The elaboration of the inclusion criteria took place in two stages. Due to the large number of institutional sites that were just catalogs of outreach activities, in the first stage the authors applied a filter to differentiate tools from catalogs. To be included, the result should include at least three of the following criteria: (a) User login; (b) Registration of activities; (c) Activity listing; (d) Possibility of signing up for outreach activities.

After filtering the results with the criteria established above, step 2 was applied. In it, the criteria defined for inclusion were more rigorous. They are presented in Table 5:

4.2.5 Exclusion criteria

In addition to applying the inclusion criteria, exclusion criteria were also defined, in which any result that fit only one of them was automatically excluded from the review.

Table 5 – Inclusion Criteria

ID	Inclusion Criteria
IC 1.	The tool or website supports the management of extension activities.
IC 2.	The tool or website has a stable version.
IC 3.	If it is a tool, it must have documentation.

Source: Author.

Table 6 – Exclusion Criteria

ID	Exclusion Criteria
EC 1.	If it is a tool, it does not have a source code download or an online page.
EC 2.	The tool or the website has not received updates for more than 10 years.
EC 3.	The tool or website is for the exclusive use of the organization, that is, closed to the external public.
EC 4.	The tool or website is paid and does not provide a trial version or all outreach activities are paid.

Source: Author.

Table 7 – Quality Criteria

ID	Quality Criteria	Score		
		Yes (1)	Partially (0.5)	No (0)
QC 1.	Does the tool use a relevant amount of data related to outreach activities?	The tool uses... ≥ 20	10 - 19	10 pieces of information
QC 2.	Does the tool have unique features among the selected tools?	The tool has 1	1	0 unique features
QC 3.	Does the tool have a relevant amount of features among those collected?	The tool has ≥ 14	9-13	8 features in common with other tools
QC 4.	Does the tool have specialized support?	Yes	Only FAQ	No
QC 5.	Has the tool been maintained frequently?	The last update was in 2022	2021-2019	before 2019

Source: Author.

Initially, the authors defined a total of 6 criteria, however, after alignments with the advisor, it was realized that two of them were unnecessary. The rest, which were applied to the results, are displayed in Table 6.

4.2.6 Quality criteria

To assess the quality of the tools that passed the inclusion and exclusion criteria, five quality criteria were defined that are focused on characteristics considered important within a tool and how it stands out from the others. To quantify the scores for each criterion, the scale used in the article by (IUNG et al., 2020) was adapted, being: (i) **Yes**: 1.0; (ii) **Partially**: 0.5; (iii) **No**: 0. The defined criteria are presented in Table 7.

4.2.7 Data extraction strategy

In order to answer the defined research questions (Table 3), after the final list of tools is selected, a manual data extraction is carried out. Initially, we seek all the functionalities related to OA that the tool provides, generating a matrix with the data. There, all the different functionalities found between the results are listed. The matrix can be seen in Figure 3.

Figure 3 – Feature Matrix

		Tools											
		Cachalote	CAEX	Einstein	ENS	Santa Marcelina	SGE	SIEX	SIG	SIGAA	Suap	UNINASSAU	UNINTER
Features	System login	X	X	X	X	X	X		X	X	X	X	X
	Outreach activity listing	X	X	X	X	X	X	X	X	X	X	X	X
	Issuance of certificates	X	X						X	X		X	X
	Certificate validation	X	X				X		X	X	X		
	Application for activity evaluator	X									X		
	Event details page	X	X	X	X	X	X	X	X	X	X	X	X
	Event enrollment	X	X	X	X	X	X		X	X	X	X	X
	Detailed schedule	X					X		X	X	X		X
	Event query with filter		X	X	X		X	X	X	X		X	X
	Calendar view		X								X		
	External user registration	X	X	X	X	X	X		X	X		X	X
	Registration of interest in areas of knowledge		X	X									
	Discussion forums by event		X										
	Attendance recording - MGMT		X										
	Proposals for new events - MGMT		X										
	Task evaluation environment - MGMT	X	X										
	Transform proposals into events - MGMT		X										
	Manage submissions - MGMT		X										
	Enable certificates - MGMT		X										
	Fill in the final report - MGMT		X										
	Responsible teacher details		X	X	X					X			X
	List of events by teacher			X						X			
	Favorite events			X									
	Text event search	X		X		X	X	X	X	X			X
	Application of interest (when applications are not open)				X								
	Registration of event prerequisites				X								
	Enrollment form without login				X						X		
	Related events				X	X		X	X				
	Print enrollment status						X						
	Edit enrollment		X				X		X	X			
	Print event information							X					
	History of past versions of the event							X				X	
	Teacher's notes									X			
	Logged user event listing		X	X			X		X	X		X	X
	Logged user event history		X				X		X	X		X	X
	Help area (frequently asked questions, manuals)	X		X			X		X		X		X
	Testimonials from past participants				X								
	Sum of features	12	22	13	12	7	14	7	15	16	10	10	13

Source: Author.

Afterwards, the first four most relevant features in common with all the analyzed tools were highlighted and a new manual extraction was performed. Now with the purpose to find all the features these solutions had. With this data refined and tabulated, it becomes much easier to solve similar problems that will eventually arise when developing the goal product.

4.3 Reporting

4.4 Validity

4.5 Considerations

5 SURVEY

6 EXTENSION ONLY

7 PRELIMINARY CONSIDERATIONS

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