

OPUS-College



STUDENT INFORMATION AND REGISTRATION SYSTEM

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Purpose and Structure of the Presentation



To give you an ***over-all and detailed introduction to the OPUS-College system***: its history, the principles or points of departure for the design and development of the system and – obviously - the content and functionality of the system.

To ***inform/update you about the implementation process of OPUS-College at CBU***: the time planning of the implementation and the organizational framework (functions and tasks) to be put in place for a sustainable functioning of the OPUS-College system in the institution.

Purpose and Structure of the Presentation



The presentation is divided into 3 main parts:

1. General introduction, history and points of departure.
2. Content and functionality of the system.
3. Implementation planning and organizational framework.

Part 1.



General introduction of the OPUS-College system, its, history and points of departure for design and development.

A short definition



“Opus-College” is the name of a web-based information system for the registration and consultation of information on:

- *Students* (personal data, study plan, previous educational career, absence registration, etc..).
- *Studies* (structure and content: programmes of study, courses, exams, tests...).
- *Lecturers* (staff members involved in the academic education process).
- *Organizational units* (Schools, Departments, Institutes, ...).

Note: if wanted OPUS-College can also be used as a HRM-system, given the extensive data on staff members which can be stored in the system.

Advantages / Merits of OPUS-College (1)



- OPUS-College covers a **broad range of functionality** concerning academic administration issues and tasks in an **integrated way**: full registration and update functions for student, staff, studies, courses and exam information in one system.
- OPUS-College is **cheap**: given the fact that OPUS-College is open source, the system as such is for free.
- **No risk of vendor dependency or lock-in**: institutions implementing OPUS are not dependent of the policy of vendors, e.g. as to when and how new versions or functionality becomes available, but the open source character of the systems make adjustments by any qualified IT-expert possible at any time.

Advantages / Merits of OPUS-College (2)



- ***Based on proven and future-oriented technology:***
 - ***Application written in JAVA:*** the worldwide standard for professional open source application development.
 - ***Database PostgreSQL:*** called the “ORACLE of Open Source”. But in principle any other database can be used in combination with the OPUS-College application.
 - Full ***modular service-oriented architecture***; based on OSGI: the leading framework for service-oriented JAVA application development.
 - ***100% web-based:*** accessible anytime from anywhere over the Internet. All the user need to use the system is a web browser, so no technical learning investment needed by the user.
 - ***XML-based interoperability:*** all the exchange of information with other systems is done by means of XML with existing schemas for validation.

Advantages / Merits of OPUS-College (3)



- ***Easily extendible***: given the **modular architecture** of the system, the functionality of OPUS-College can easily be extended with modules of various kinds (e.g. a module for managing the housing of students on campus, an electronic publication module, a research information module, etc...).
- ***Platform independent***: can run on Windows, Linux and Mac operating systems.
- ***Based on (international) “community approach”***: OPUS-College is developed in cooperation with various international IT-experts (Netherlands, Austria, Mozambique) and all modules developed by participants are put available for free to the whole community. This approach makes the system ***a good platform to initiate South-South cooperation***.

The History of OPUS-College so far



- OPUS-College was initially developed as part of a development project for Mozambican universities, founded by **NUFFIC**, the Dutch governmental organization for university development cooperation.
- This project, called “*ICT Capacity Building at Institutions of Higher Learning in Mozambique*” started in 2006 and just a few days ago had its closing ceremony.
- OPUS-College was the main component of the project and as a result the system now is implemented or in the process of implementation at 5 institutions of higher learning in Mozambique. Plans exist to extend the implementation of OPUS-College to the majority of the HEI's in Mozambique.
- Given the relative success of the Mozambican project, NUFFIC decided to also choose OPUS-College as the Student Information System to be implemented at the Zambian universities, within the framework of a new development project, which started early 2010.

The History of OPUS-College so far



- So the starting point was the system as it was developed for the Mozambican institutions.
- However, from an in-depth analysis of the specific Zambian (and UNZA and CBU) requirements which took place in the course of 2010, resulted that quite a lot of adjustments and extra functionality where necessary to make the system suitable for the Zambian situation. (the document describing the specifically required functionality for Zambia - or UNZA or CBU – holds some 80 pages!).
- This is the reason that the implementation of the system could not be done immediately, but takes some time in order for the new functions to be developed and integrated. We will come back later in more detail on the implementation planning.

The History of OPUS-College so far



With respect to the foregoing, the following is worth to consider for a while....

A principle point of departure for the development and implementation of the
Zambian version of OPUS-College was:

To try to, *as much as possible*, adapt the system to the specific needs of the Zambian users, in other words: to grant as much as possible the wishes and demands put forward by the user community.

This is not obvious, certainly not when buying a commercial software where in most cases the user has no choice than to adapt (his way of working) to the system. This is something to keep in mind when considering (and at the same time explains) the time it takes to implement the system at your institution.

The History of OPUS-College so far



BUT...

The introduction of a new information system may also require some changes in the existing way of working or the workflows concerning the registration of student related information.

Automation of business processes requires more formalisation of workflows and ways of working, i.e. regulations (and discipline) to execute some activities in a given order, according to a standardized format and within a given time frame (deadline).

Stakeholders involved in the processes (among others: YOU) should be aware of (and willing to adapt to) this.

The History of OPUS-College so far



Two concrete examples:

1. The registration of data in OPUS-College should be done in a certain order: first data on the organizational units (Schools, Departments) next data on the Lecturers, then the Studies, next the Courses and finally the Students. Students follow courses which belong to studies organized by a School or Department. So registering a student for a given study and its courses requires that this information is already stored in the system previously.
2. For reasons of preventing unwanted or unintended corruption of data (you may not be aware of) in OPUS-College it is for instance not possible to change some data of a Programme of Study, e.g. adding additional courses for a semester, after students have already been registered for this Programme in the given semester. The consequence of this is that the School or Department organising the Programme of Study must fully think through, define and register the course structure of the Programme before starting to subscribe students to that Programme.

OPUS-College or eSURA: what's in a name?



- The general or generic name of the system is “**OPUS-College**”, where OPUS stands for “**OP**en **U**niversity **S**ystems”, indicating the open source character of the system. The Mozambican or Portuguese instance or implementation of the system is called “**eSURA**”, which in Portuguese means: *(electronic) system for academic registration*.
- So it is possible that you will see and hear the 2 names being used.

The users OPUS-College is meant for.



- a. **Academic Office personnel:** to register students, and linked information, possibly also information on the organizational units and their studies (depending whether this is centrally organized in the university); further: to produce student cards, diploma's etc... out of the system.
- b. **School or Department personnel (deans/assistant deans):** to register information about their staff members, studies and courses taught and to consult information on their staff and students (if this is decentrally organised in the university), to produce student cards, diploma's etc... out of the system (if decentrally organised).
- c. **Lecturers:** to enter information about the courses they teach, the results of exams and tests they supervise, and possibly their personal data (depending on what the university policy is on what teachers may enter in the system) and to consult information on their students, subjects and exams they supervise.
- d. **Students:** to register on line, to consult information on their study plan, the subjects they (have to) follow, their exam results, etc...

INDIVIDUAL ROLES AND PRIVILEGES IN THE STUDENTS INFORMATION SYSTEM

[illegible]

| Privilege | dvc / final admin | registrar / | academic office | dean / A.dean | Asst Reg | Hod | FO | librarian | internal audit | lecturer | student (owner) | student (other) | PR / comm. | alumnus | MO | DOS |
|--|----------------------|-------------|--------------------|------------------|-------------|-----|----|-----------|-------------------|----------|--------------------|--------------------|---------------|---------|----|-----|
| | | | | | | | | | | | | | | | | |
| Admin | | | | | | | | | | | | | | | | |
| View lookuptables | | x | x | | | | | | | | | | | | | |
| Add / Edit lookuptables | | x | x | | | | | | | | | | | | | |
| Delete lookuptables | | x | x | | | | | | | | | | | | | |
| View student reports | x | x | x | x | x | x | x | x | x | x | | | | | | x |
| View statistics reports | x | x | x | x | x | x | x | x | x | x | | | x | | | x |
| View Financial Reports | x | x | x | x | x | x | x | x | x | | | | | | | x |
| | | | | | | | | | | | | | | | | |
| Organizations | | | | | | | | | | | | | | | | |
| View secondary schools | | | | | | | | | | | | | | | | |
| Add / Edit secondary schools | x | x | x | x | x | | | | x | | | | | | | x |
| Delete secondary schools | | x | x | | | | | | | | | | | | | |
| | | x | x | | | | | | | | | | | | | |
| Institutions | | | | | | | | | | | | | | | | |
| View higher education institutions | | | | | | | | | | | | | | | | |
| Add / Edit higher education institutions | x | x | x | x | x | x | x | x | x | x | | | x | | | x |
| Delete higher education institutions | | x | x | | | | | | | | | | | | | |
| View branches (under institution) | | x | x | | | | | | | | | | | | | |
| Add / Edit institutions branches (under institution) | x | x | x | x | x | x | x | x | x | x | | | x | | | |
| Delete branches (under institution) | | x | x | | | | | | | | | | | | | x |
| View organizational units (under institution branch) | | x | x | | | | | | | | | | | | | |
| Add / Edit organizational units (under institution branch) | x | x | x | x | x | x | x | x | x | x | | | x | | | x |
| Delete organizational units (under institution branch) | | x | x | | | | | | | | | | | | | |
| | | x | x | | | | | | | | | | | | | |
| Staffmembers | | | | | | | | | | | | | | | | |
| View staffmembers | | | | | | | | | | | | | | | | |
| Add / Edit staffmembers | x | x | x | x | x | x | x | x | x | x | x | x | x | | | x |
| Delete staffmembers | | x | x | | | | | | | | | | | | | |
| View Staffmember user accounts | | x | x | | | | | | | | | | | | | |
| Add / Edit Staffmember user accounts | | x | x | | | | | | | | | | | | | |
| Delete Staffmember user accounts | | x | x | | | | | | | | | | | | | |
| | | x | x | | | | | | | | | | | | | |
| Studies | | | | | | | | | | | | | | | | |
| View studies | | | | | | | | | | | | | | | | |
| Add / Edit studies | x | x | x | x | x | x | x | x | x | x | x | | | | | x |
| Delete studies | | x | x | | | | | | | | | | | | | |
| Curriculum Transition | | x | x | | | | | | | | | | | | | |
| View academic years | | x | x | | | | | | | | | | | | | |
| Add / Edit academic years | x | x | x | x | x | x | x | x | x | x | x | | | | | x |
| Delete academic years | | x | x | x | x | x | | | | | | | | | | |
| View studygradetypes | | x | x | | | | | | | | | | | | | |
| Add / Edit studygradetypes | | x | x | x | x | x | | | | | | | | | | |
| Delete studygradetypes | | x | x | x | x | x | | | | | | | | | | |
| View thematic subjects under studygradetype | | x | x | | | | | | | | | | | | | |
| Add / Edit thematic subjects under studygradetype | x | x | x | x | x | x | x | x | x | x | x | | | | | x |
| Delete thematic subjects under studygradetype | | x | x | x | x | x | | | | | | | | | | |
| View thematic subjectblocks under studygradetype | | x | x | | | | | | | | | | | | | |
| Add / Edit thematic subjectblocks under studygradetype | x | x | x | x | x | x | x | | x | x | x | | | | | x |

The modules of OPUS-College.



- The structure of OPUS-College is as follows (foreseen for final version: August 2011).
 - A **Core Module or Kernel** common for all institutions implementing OPUS-College and dealing with all data registration and update functions.
 - **Additional Modules**, which can be specified and tailored to the needs and situation of a country or even an individual institution. Currently the following additional modules are under development for OPUS-College:
 - ✦ An **On line Registration** Module allowing students to register/subscribe through the internet.
 - ✦ A **Reports Module** which holds all the output functions of OPUS-College and which can be tailored to the needs and (style) requirements of each individual university.
 - ✦ A **Scholarship Module** for registering information about student's scholarship (Mozambican situation).
 - ✦ A **Fees Module** for registering information on the fees paid (to pay) by students.
 - ✦ An **Accommodation Module** for registering information on housing of students on campus.

Some notes on the design of the system.



When designing an information system for a given organization or institution, there are two dimensions which can be distinguished and which both should be taken into account.

1.The content and structure of the ***Business Domain*** (meaning the data which are typical for the business domain in question - in our case the domain of Higher Education – and the relation between these data. E.g.: students, lecturers, studies, courses, exams etc...)

2.The ***Business Processes*** (and their work-flows) which should be supported by means of the system (e.g. the registration of students, the assignment and registration of exam results, etc...)

In the following slides I will give a summary of both the Business Process and the Business Domain analysis and modeling the OPUS-College design was based on.

Some notes on the design of the system

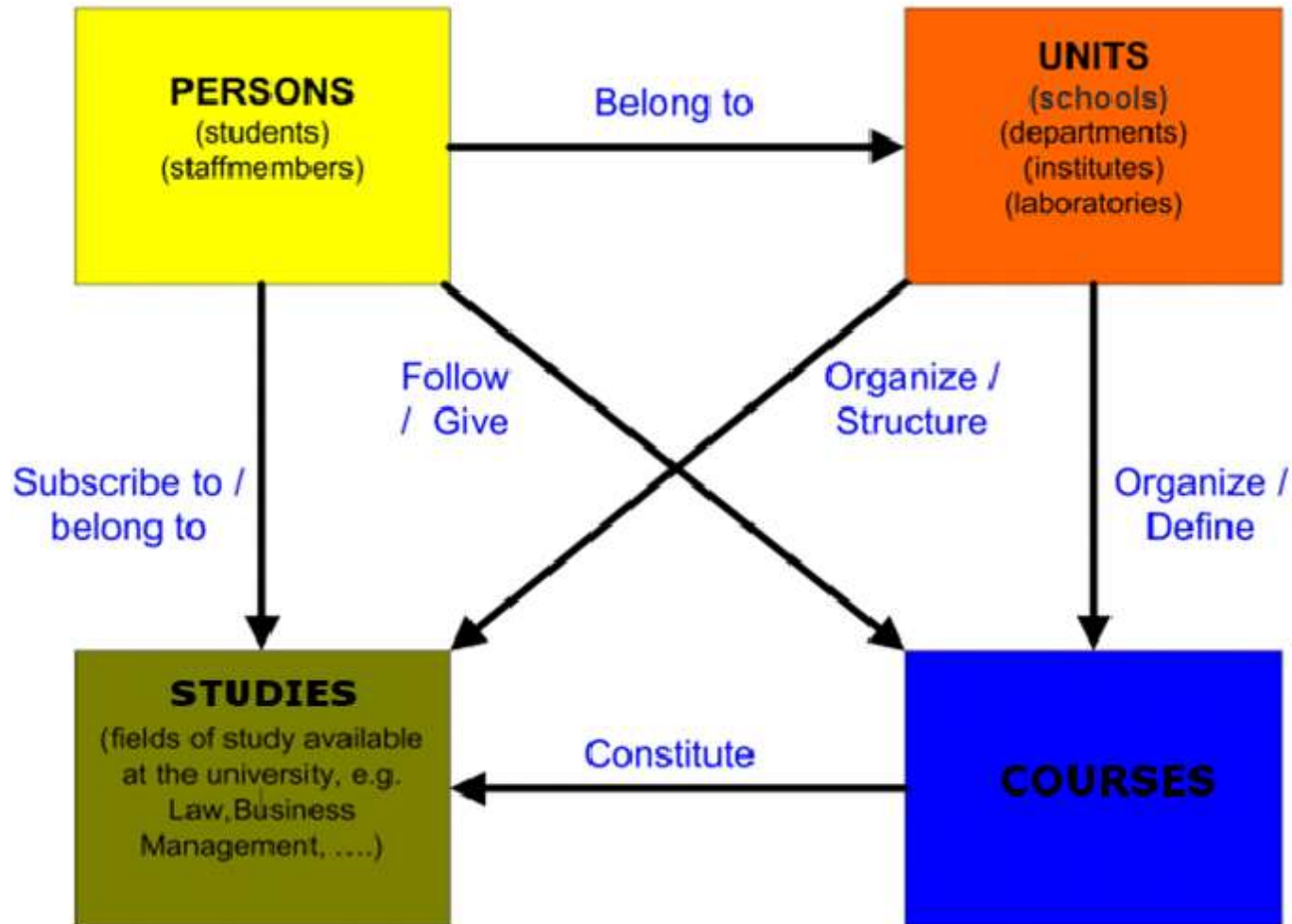


Part 1:

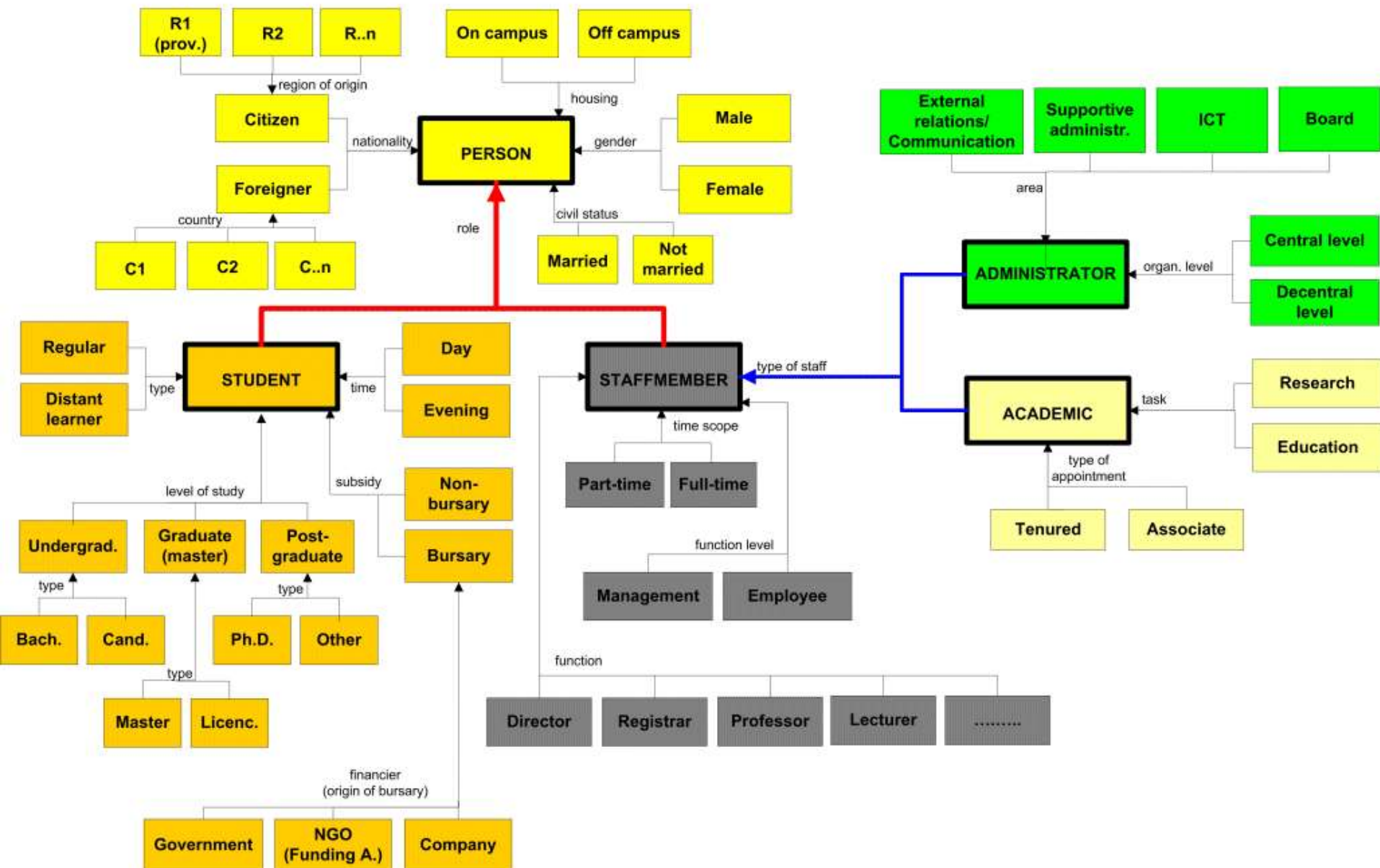
Higher Education Business Domain Analysis

The following slides will show the core diagrams for the Higher Education Business Domain, covered by Opus-College. These diagrams have led to the definition of the entities and attributes (or in normal English: ***the data***) to be included in the system

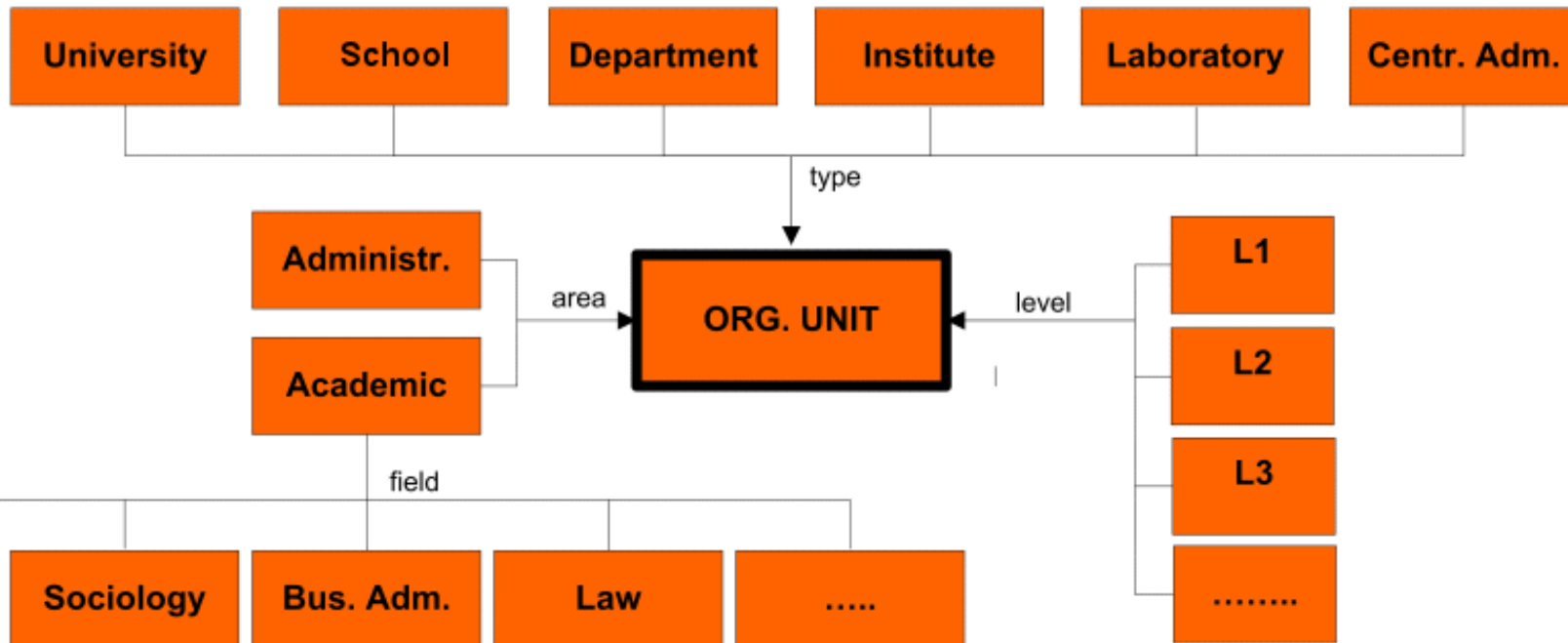
Core entities of the Higher Education business domain



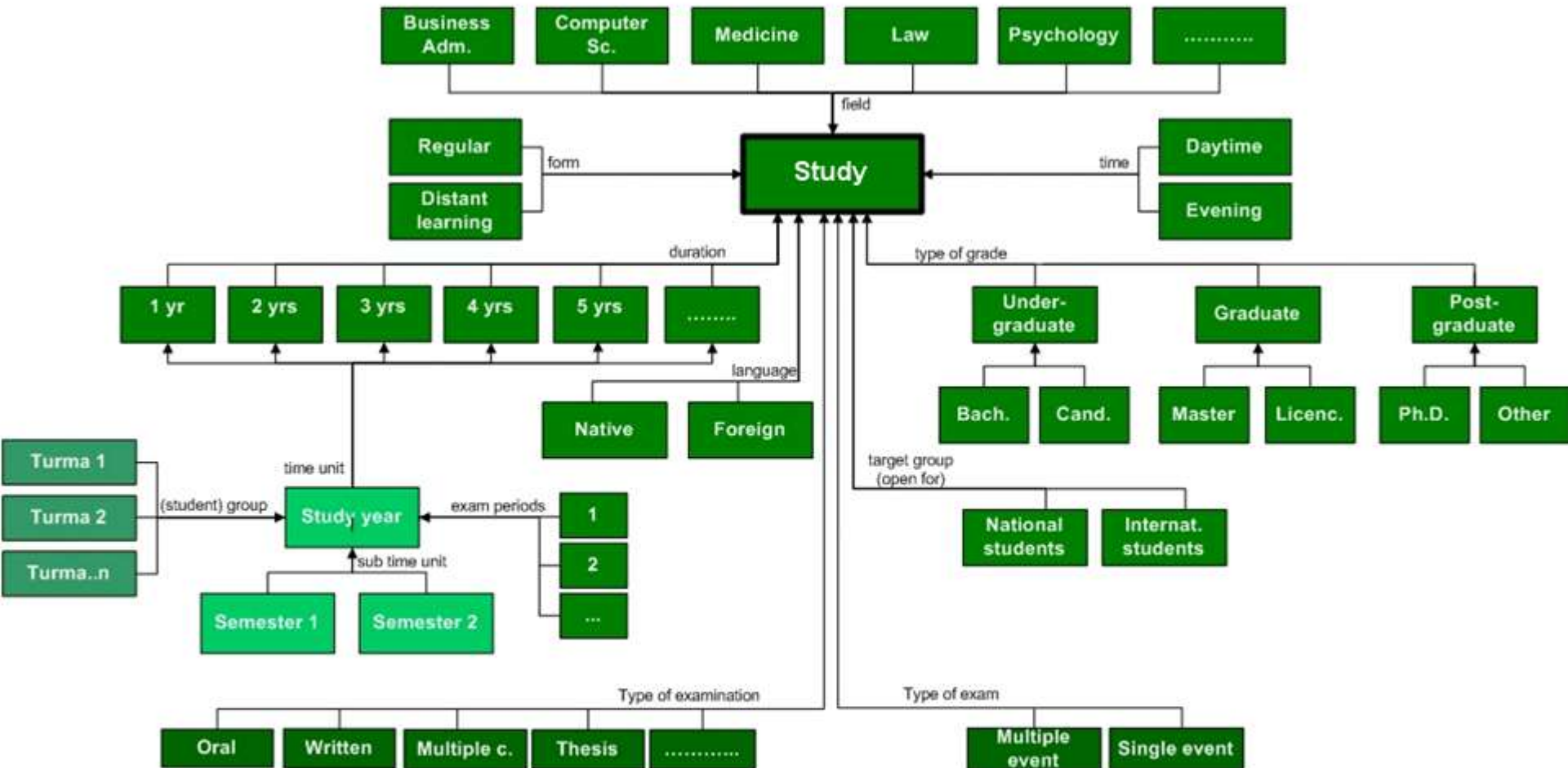
Taxonomy for the core entity PERSON in the HE business domain



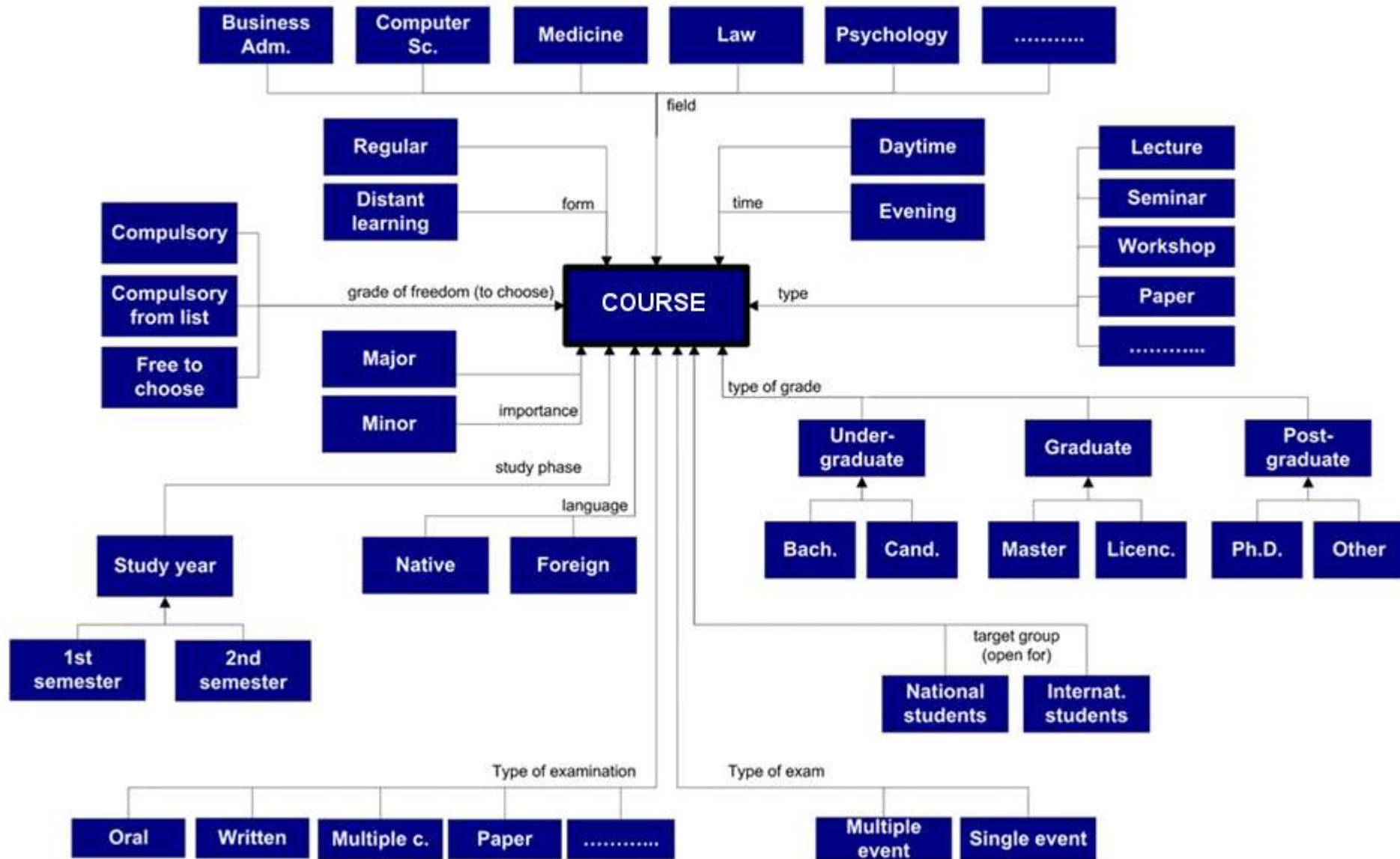
Taxonomy for the core entity **ORGANIZATIONAL UNIT** in the HE business domain



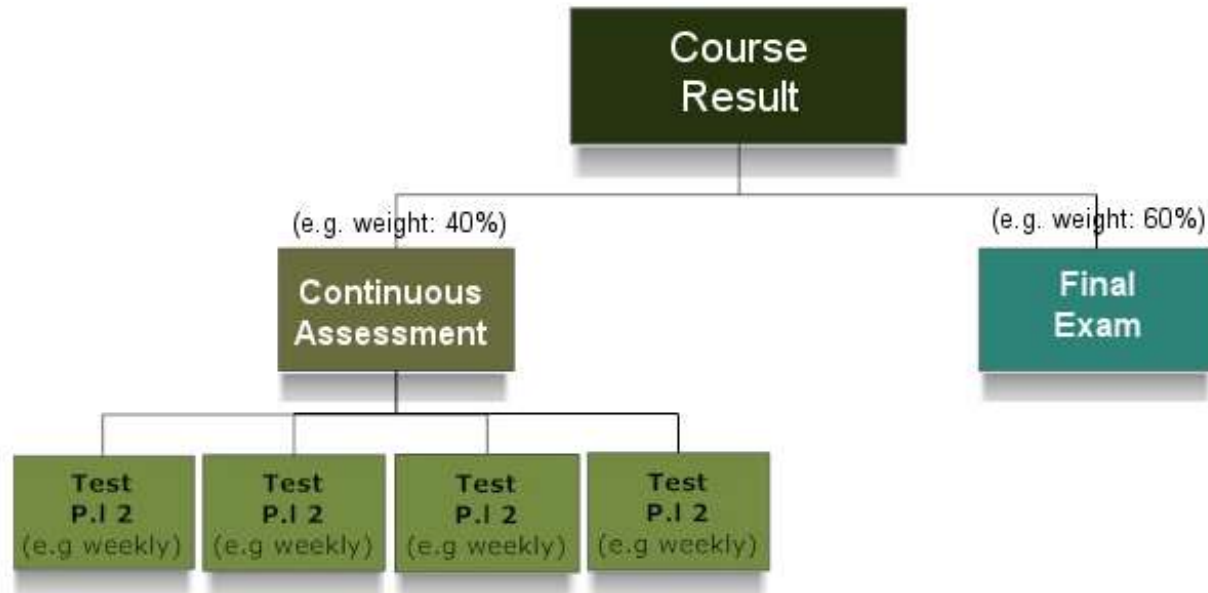
Taxonomy for the core entity **STUDY** in the HE business domain



Taxonomy for the core entity **COURSE** in the HE business domain

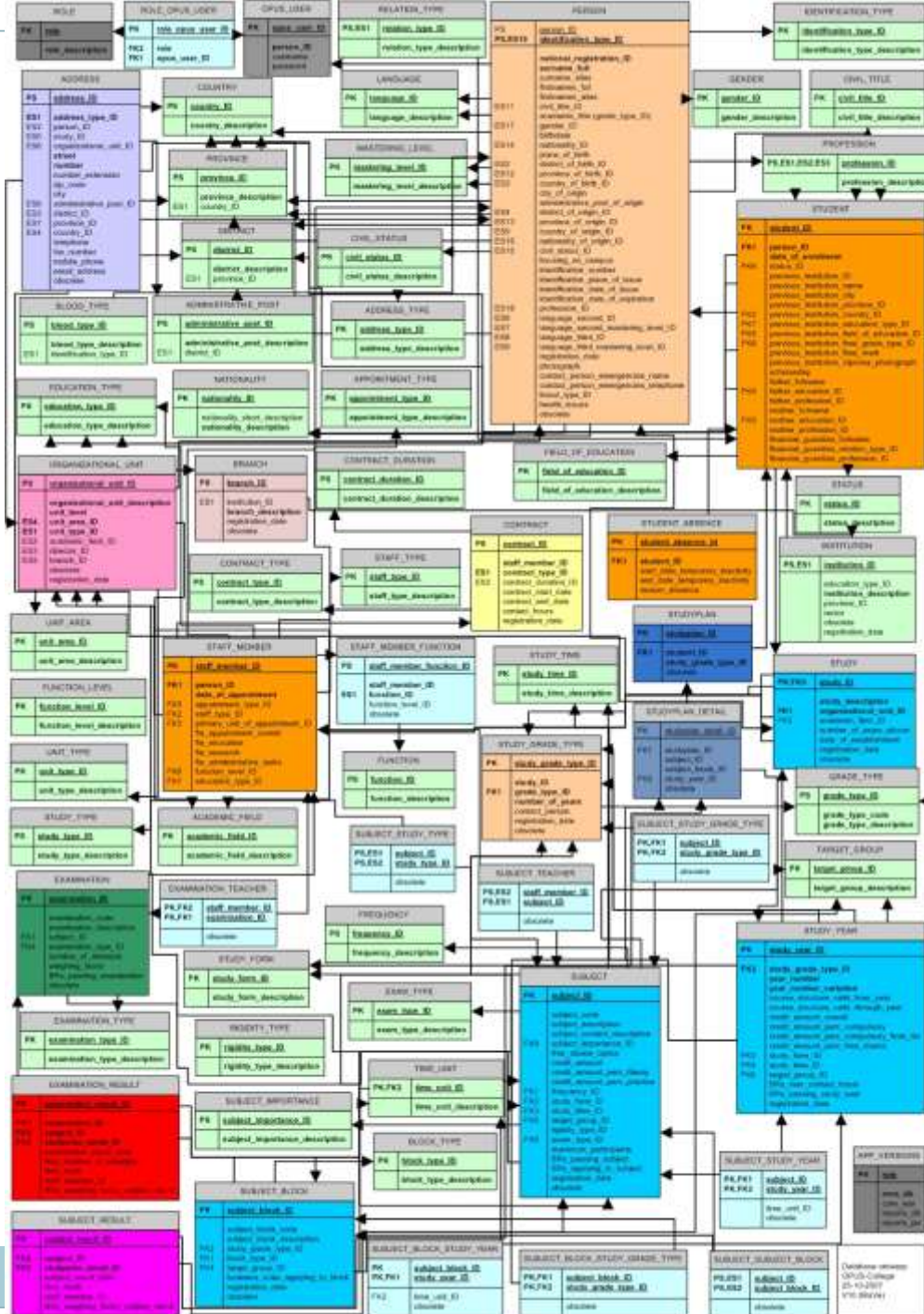


Structure of Course Result



Course result = (weighed) result of Final Exam and Continuous Assessment
Final Exam and Continuous Assessment may have different "weight", according to business rules of the university or school

Database Design



Some notes on the design of the system

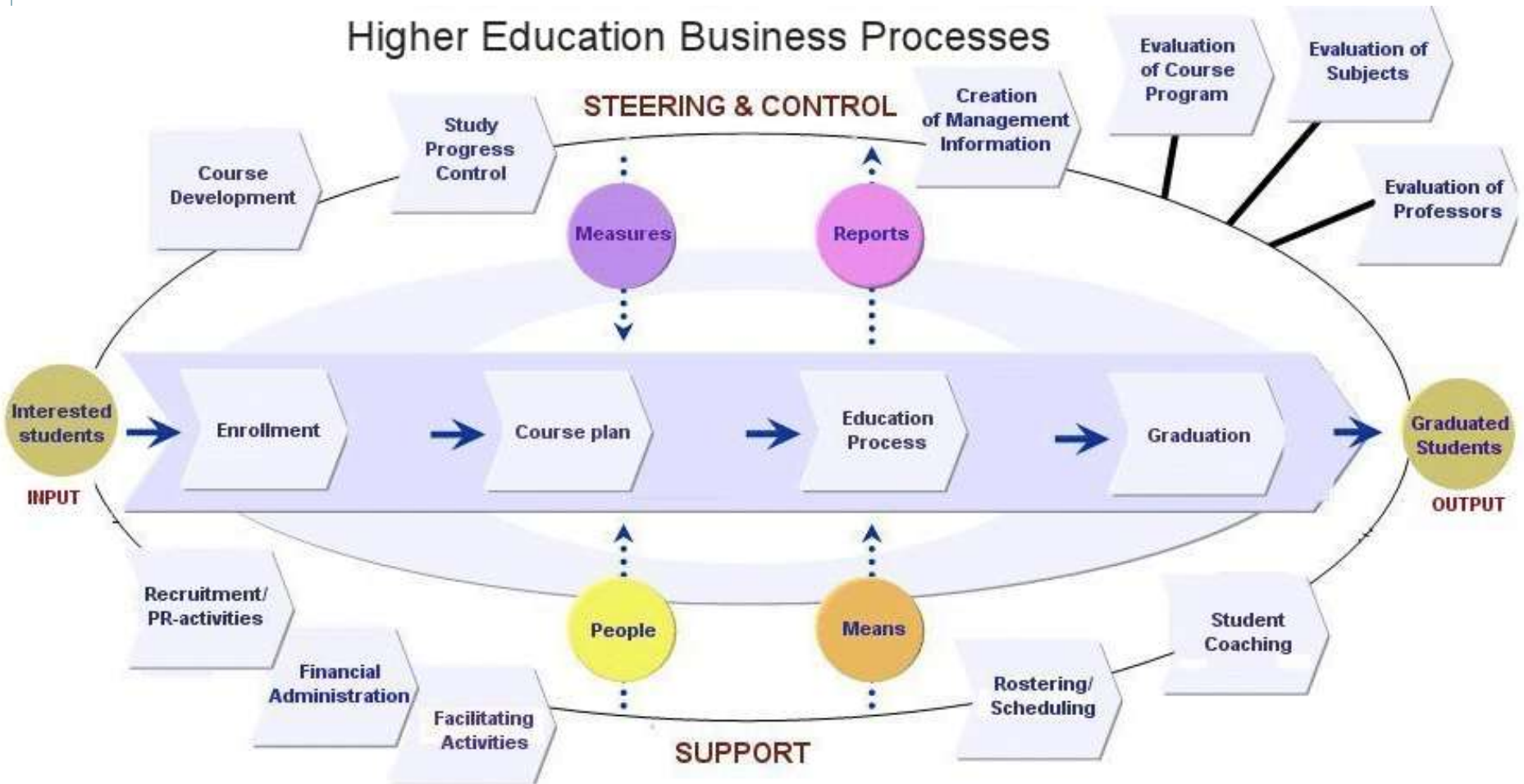


Part 2:

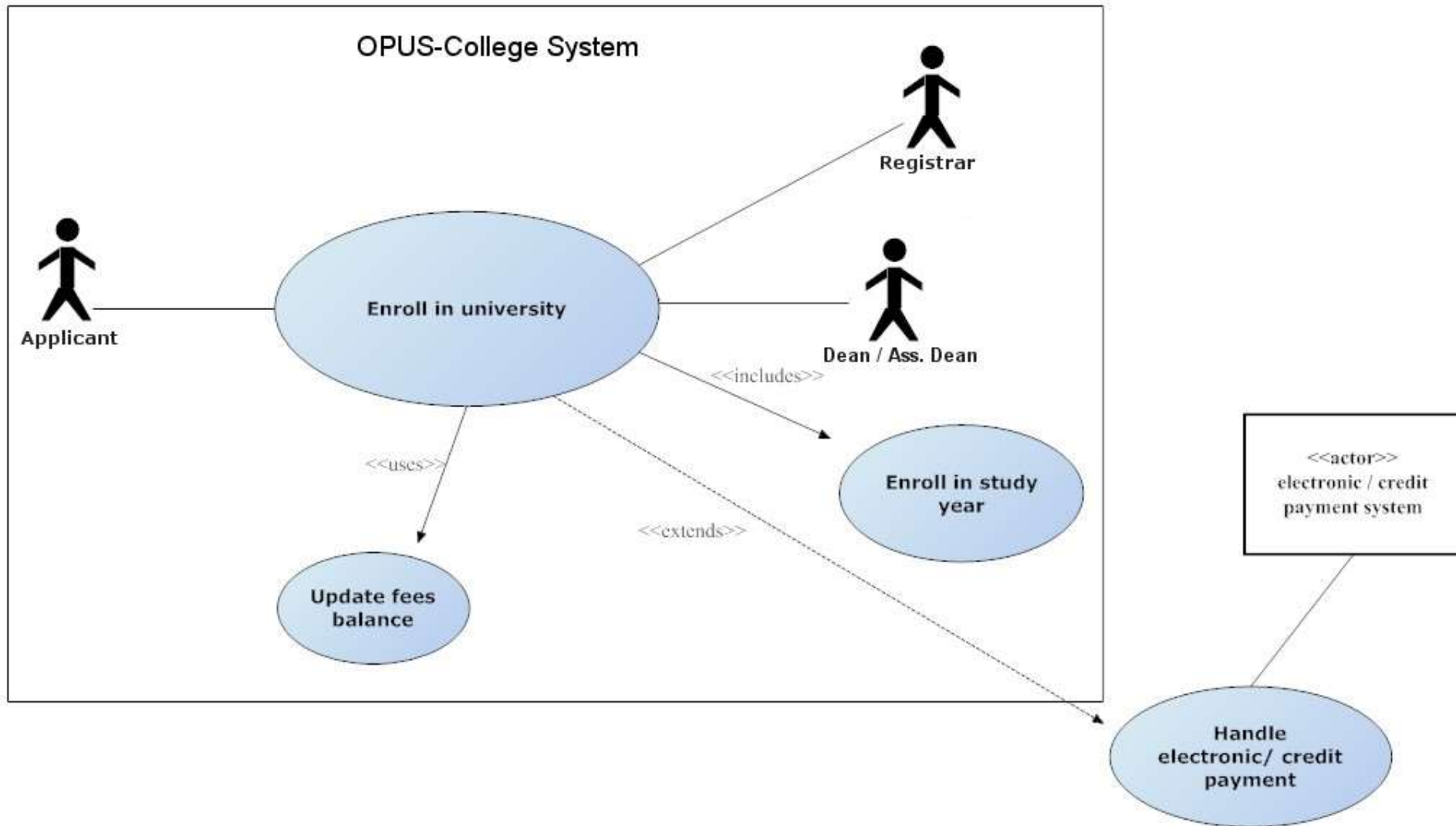
HE-Busines Process Analysis

The following slides will illustrate the analysis we did of the relevant business processes for OPUS-College. For this we used the “use case” approach and worked this out by applying the UML framework for use case analysis.

Higher Education Business Processes



Use Case ENR1: Enroll in University



Primary use case in OPUS-College, initial enrollment (matriculation) of students.

Goal: to register a new student at the university

Primary actor: applicant (to become a student)

Stakeholders and their interests:

- *Student*: wants to start university studies, and therefore wants to be registered properly for a given study.
- *University*: wants to have students registered in a uniform, structured way.
- *Registrar*: wants a smooth and efficient administration (registration) process, with minimal efforts and disturbances.

Pre-conditions:

- Basic data on studies already registered in the system, since a student always registers for a (at least one) study.

Post-condition: student properly registered for a study.

Happy Path (main scenario)

1. Applicant present him/herself at the registrar administration desk
2. Registrar controls whether the applicant is eligible for application (*BR: eligible for application conditions*)
3. Registrar gives an application form to the applicant
4. Applicant fills in the application form and hands it back over to the registrar
5. Registrar controls the application form (all required items filled in, in the correct way, according to BR's)
6. Registrar registers the form data in the system ("fees paid" not checked)
7. Student pays fees (*BR: percentage of fees to be paid at initial registration*).
8. Proof of payment is presented to the registrar
9. Registrar makes the registration definitive, i.e. enters amount of fees paid and checks "fees paid" indication.
10. System executes "enrollment in study year" component.
11. System produces a confirmation of registration.
12. Registrar hands over the confirmation to the student.

Extensions/alternatives

1a Student is not eligible

1. Registrar informs student about reason; use case ends unsuccessfully.

5a. Information not filled in or wrongly filled in and applicant has information available:

1. Registrar handles back the form to the student for correction

5b. Information not filled in or wrongly filled in and applicant has information not available:

1. Registrar informs the applicant about the BR for supply of missing information (*BR: applicant has to supply the information before a given date*)

6a Not all information available (5b):

1. Registrar enters data with "Form complete" indication unchecked.
2. System indicates deadline for providing missing information.
 - 3.1. Student provides missing data according to BR.
 - 3.2. Student does not provide missing data according to BR.
 - 3.2.1. Registrar deletes form and use case ends unsuccessfully.

6b Preliminary exam needed (*BR: some studies need preliminary*)

1. Registrar enters data: "preliminary needed" indication checked
2. Registrar (or system?) provides information (where, when, etc...) on the preliminary to student.
3. Student (or system?) (after taking the preliminary) provides preliminary result to registrar.
4. In case of failure for preliminary: registrar deletes applicant information and use case ends unsuccessfully.

The previous use case "Enrollment" written out (part of it).

Part 2.



Content and Functionality of OPUS-College

The modules of OPUS-College.



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The Core or Kernel Module




Part 1:

STUDENT

information in OPUS-College

The following slides with screen shots will give an idea of the various data concerning students which can be registered in OPUS-College.

As said before, the screen shots are taken from the Mozambican instance of OPUS-College and therefore bear the “e-SURA” logo instead of the generic “OPUS-College” logo.

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Personal data

Opususer data

Registration data

Absences

Address(es)

Details

Higher education

Branch

Organizational unit

Organizational unit of Primary study Department of Management

Primary study

Study of second choice

Foreign student

Student code if empty, a code is generated (which can be overruled)

Surname

First names

Alias first names

National registration number (NUIC)

Civil title


Academic title

Gender

Birth date the valid date format is dd-MM-yyyy

Civil status

Housing on campus

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Personal data

Opususer data

Registration data


Absences

Address(es)

Details**Background**

| | |
|--------------------|---|
| Nationality | <input type="text" value="Zambian"/> |
| Country of birth | <input type="text" value="ZAMBIA"/> |
| Province of birth | <input type="text" value="Copperbelt"/> |
| District of birth | <input type="text" value="-choose-"/> |
| Place of birth | <input type="text" value="Ndola"/> |
| Country of origin | <input type="text" value="SOUTH AFRICA"/> |
| Province of origin | <input type="text" value="-choose-"/> |
| District of origin | <input type="text" value="-choose-"/> |
| City of origin | <input type="text"/> |

Identification**Miscellaneous****Photograph****Remarks****Family**

[back to overview](#) > **Allbers, Johanna**  [PDF](#)

Personal data

Opususer data

Registration data

Absences

Address(es)

Details**Background****Identification****Identification type**

passport

**Identification number**

13123412431243

Place of issue

Lusaka

Date of issue

day month year

01

02

2005

the valid date format is dd-MM-yyyy

Date of expiration

day month year


31

01

2015

the valid date format is dd-MM-yyyy

Miscellaneous**Photograph****Remarks****Family**

[back to overview](#) > **Allbers, Johanna**  [PDF](#)

Personal data

Opususer data

Registration data

Absences

Address(es)

Details**Background****Identification****Miscellaneous**

Profession description

None

First language

English

First language - mastering level

fluent

Second language

French

Second language - mastering level

basic

Third language

-choose-

Third language - mastering level

-choose-

Contact ICE

Mother

Contact ICE telephone number

123456789

Blood type

A-Neg

Health issues

None

Active

yes

Public homepage

no

Social networks

Facebook

Twitter

Hobbies

Photography



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[PDF](#)

Personal data

Opususer data

Registration data

Absences

Address(es)

Details

Background

Identification

Miscellaneous

Photograph

photograph




edit

Browse...

submit

remarks

family

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Personal data

Opususer data

Registration data

Absences

Address(es)

Details

Background

Identification

Miscellaneous


Photograph

remarks

remarks

No special remarks on this student. |

family

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Personal data

Opususer data

Registration data

Absences

Address(es)

Details**Background****Identification****Miscellaneous****Photograph****Remarks****Family**

Full name father

Albers, Robert

Education father

Everything above

Profession father

Bank Manager

Full name mother

Rodgers, Mary

Education mother

Everything above

Profession mother

Teacher Secondary School


Full name financial guardian

Albers, Carol

Relation financial guardian

Uncle of the student

submit


**OPUS**
college

user: DEMO (admin-B)

PORTUGUÊS | ENGLISH | [logout](#) | [help](#) |

[fees](#) | [scholarships](#) | [reports](#) |

[exams](#) | [students](#) | [subjects](#) | [studies](#) | [staff members](#) | [institutions](#) | **[admin](#)** |

[back to overview](#) > **Cossa, Paula, Sandra**  [PDF](#)

personal data

opususer data

subscription data

absences

address(es)

opususer data

username

CossaU05359

user role

student

language

Portuguese

password


.....

for new users a password will be generated

submit

powered by Radboud University, Netherlands & Ministry of Education and Culture, Mozambique

The screen for the log-in data of the student for the OPUS-College system.

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Personal data

Opususer data

Registration data

Absences

Address(es)

Studyplan(s)
Date of enrolment

day month year

the valid date format is dd-MM-yyyy

Registration requirements fulfilled

yes


Applied for scholarship

no

[edit Scholarship Student](#)
Student status
[add](#)
Start date
[11/05/2011](#)
Student status

active


Studyplan(s)
[add](#)
description
[Management Sciences - bachelor of science](#)
Programme of study

Management Sciences - bachelor of science



submit

Information about the previous institution

[back to overview](#) > [Cossa, Paula, Sandra](#) > **add/edit studyplan(s)**

edit

studyplan(s)

description

Bacharelato Sociologia

study / grade type

Sociología - bachelor

active

yes

study plan details



academic year

study year / year number

subject

2008

[Primero ano de bacharelato Sociología](#)
/ year 1 (1990 - 0)



2009

[Segundo ano de bacharelato Sociología](#)
/ year 2 (1990 - 0)



2010

[Terceiro ano de bacharelato Sociología](#)
/ year 3 (1990 - 2015)




2010

[Theories of Management](#) (0 - 0)



powered by Radboud University, Netherlands & Ministry of Education and Culture, Mozambique


The screen with detailed info on the study plan of a student (this one has followed the first year of the Bachelor of Sociology in 2008, the 2nd year in 2009 and has planned the 3rd year in 2010. On top of this she has planned to follow an extra "free choice" subject in 2010, called: "Theories of Management").

**OPUS**
college

user: DEMO (admin-B)PORTUGUÊS | ENGLISH | [logout](#) | [help](#) |

[fees](#) | [scholarships](#) | [reports](#) |

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[back to overview](#) > **Cossa, Paula, Sandra**  [PDF](#)

personal dataopususer datasubscription dataabsencesaddress(es)

studyplan(s)

information about the previous institution

previous institution

Colégio Gutemberg

if the institution is not in the list, please provide
name/country/province/district of the institution below

name of previous institution

country of previous institution

MOZAMBIQUE

province of previous institution

-choose-

district of previous institution

-choose-

education type of previous institution

-choose-

final grade type of previous
institution

secondary school


information about the copy of
the diploma of the previous
institution

Diploma

submit

copy of diploma of the
previous institution

allowed filetypes: jpg, jpeg, pdf, doc, rtf

[copy of diploma of the previous institution of Cossa, Paula, Sandra](#) 

edit

Browse...

submit

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The screen with detailed info on the previous institution the student has attended, in this (as in most) case it's her secondary school college. Note also that a copy of the diploma of the secondary school has been uploaded and is now available as an electronic document (PDF) in the system.

[back to overview](#) > [Cossa, Paula, Sandra](#) > **add/edit student absences**

student absences

student absence**start date of temporary inactivity**

day month year

the valid date format is dd-MM-yyyy

end date of temporary inactivity

day month year

the valid date format is dd-MM-yyyy

reason for absence

Student was sick and hospitalised and as a result of this absent from course in the period indicated.

Data in the Core or Kernel Module



Part 2:

STUDY

information in OPUS-College

Studies overview

Higher education

CBU Kitwe



Branch

CBU Main Branch



Organizational unit

Department of Management (Level 2)





| Organizational unit | Id | Name | Active | | |
|--------------------------|----|-------------------------------------|--------|--|--|
| Department of Management | 80 | Management Sciences | yes | | |

total number of Studies: 1 page 1 of 1 1



[back to overview](#) > **Management Sciences**

Study

Address(es)

Study

Higher education

CBU Kitwe

Branch

CBU Main Branch

Organizational unit

Department of Management (Level 2)

Name

Management Sciences

Academic field

Business Administration / Management Sc

Date of establishment

month year

the valid date format is MM-yyyy

01 2009

Start date

month year

the valid date format is MM-yyyy

01 2010

Active

yes

submit

Programmes of study

add

| Programme of study type | Academic year | Study time | Category of study | Number of cardinal time units | Contact | Active |
|---|---------------|------------|-------------------|-------------------------------|---------|--------|
| Management Sciences - bachelor of science | 2010 | Daytime | regular learning | 6 | | Y |



[back to overview](#) > [Management Sciences](#) > add/edit Programme of study[edit](#)**Programme of study**

This programme of study should not be added or edited: there are one or more study plan details linked to it.

| | |
|---|--|
| Programme type | <input type="text" value="bachelor of science"/> |
| Academic year | <input type="text" value="2010"/> |
| Study time | <input type="text" value="Daytime"/> |
| Category of study | <input type="text" value="regular learning"/> |
| Cardinal time unit | <input type="text" value="semester"/> |
| Number of cardinal time units | <input type="text" value="6"/> |
| Max number of cardinal time units | <input type="text" value="7"/> |
| number of courses per cardinal time unit | <input type="text" value="5"/> |
| max number of courses per cardinal time unit | <input type="text" value="6"/> |
| Contact | <input type="text" value="Jones"/> |
| Active | <input type="text" value="yes"/> |

Prerequisite programmes of study

[add](#)

Study

Programme of study type

Course / Programme of study

[add](#)

| Code | Course | semester | Rigidity | |
|------------------|----------------------------------|----------|------------|---|
| S01105201195547 | Management 1 | 1 | compulsory | ✕ |
| S01105201195833 | Management 2 | 2 | compulsory | ✕ |
| S011052011101527 | Business English | 1 | compulsory | ✕ |

Course block / Programme of study

[add](#)

| Code | Course block | semester | Rigidity |
|------|--------------|----------|----------|
|------|--------------|----------|----------|

[back to overview](#) > **Management 1**[Course](#)[Content](#)[Lecturers](#)[Modes of delivery](#)[Study Programme types](#)[Course blocks](#)[Examinations](#)**Course**

This course/programme of study combination cannot be added or edited: there are one or more study plan details linked to it.

Higher education

CBU Kitwe

Branch

CBU Main Branch

Organizational unit

Department of Management (Level 2)

Organizational unit of Primary study**Primary study**

Management Sciences

Code

S01105201195547

if empty, a code is generated (which can be overruled)

Name

Management 1

Credit amount

4

Study time

Daytime

Max. no. of participants

50

Academic year

2010

Active

yes

[back to overview](#) > **Management 1**[Course](#)[Content](#)[Lecturers](#)[Modes of delivery](#)[Study Programme types](#)[Course blocks](#)[Examinations](#)**content**

Select Font ▼ Size ▼ **B** *I* U × x² [List Icons] [Table Icon] HTML [Link Icon]

Objectives

- Students gain knowledge and insight into the recent discussions concerning the development context
- This course provides the knowledge and capacities for a thorough theoretical reflexion on complex development issues required to write a research proposal and thesis
- The student is capable to isolate, connect and critically analyse implicit and explicit assumptions in socio-scientific discourses

Contents

This is an introductory course in the MSc Development Studies. Its emphasis is on the newest theories in development thinking. Lecturers will provide various core articles (total of 70 pages per lecture). After a short introduction

[submit](#)

[back to overview](#) > **Management 1**[Course](#)[Content](#)[Lecturers](#)[Modes of delivery](#)[Study Programme types](#)[Course blocks](#)[Examinations](#)**Lecturers for this course**[add](#)**description****Active**

John Jones

Y



[back to overview](#) > **Management 1**[Course](#)[Content](#)[Lecturers](#)[Modes of delivery](#)[Study Programme types](#)[Course blocks](#)[Examinations](#)**Modes of delivery for this course**[add](#)

description

Active

lecture

Y



group work

Y



[back to overview](#) > **Management 1**
examination

| | | |
|---------------------------------------|---|--|
| code | <input type="text" value="E2919082009201343"/> | if empty, a code is generated (which can be overruled) |
| description | <input type="text" value="Oral part of the exam"/> | |
| examination type | <input type="text" value="oral"/> | |
| number of attempts | <input type="text" value="2"/> | |
| weighing factor | <input type="text" value="60"/> % | |
| BR's passing examination | <input type="text" value="10"/> minimum mark: 0, maximum mark: 20 | |
| active | <input type="text" value="yes"/> | |
| <input type="button" value="submit"/> | | |

examination supervisors

| description | active |
|------------------|--------|
| Pedro Nascimento | Y |

tests

| code | description | weighing factor | active |
|-------------------|-----------------------------|-----------------|---|
| T2119082009201513 | First test | 20% | yes   |
| T2119082009220241 | Second test | 20% | yes   |

Additional Modules



Part 1: the

Reports Module

The following screens will illustrate the “Reports Module” of OPUS-College in which all the output functions of the system are bundled. Since it is a separate, additional module not part of the core, this module can be tailored to the specific needs and requirements of a university.

We again, as was the case for the core module, will show examples from the Mozambican “eSURA” instance of OPUS-College.

Student Reports**Students lists****Report Name**[List of students per study year](#)[List of students by subject](#)**Report Description**

Creates lists of students by study, study year, study grade type

Creates lists of students by a given subject

Individual reports**Report Name**[Student card](#)**Report Description**

Creates student cards for a single or multiple students

Study plan reports**Report Name**[subjects passed](#)[Student profile sheet](#)**Report Description**


Creates a report with all the subjects the student has passed.

Creates a report with all the subjects, marks, and academic years of one or more students

Curriculum reports**Report Name**[Curriculum per Year](#)[Studies offered](#)**Report Description**

Creates a report with all the subjects, that are offered by one faculty in a certain year

Shows all studies that are offered by the faculties


OPUS
college

user: DEMO (admin-B)
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[fees](#) | [scholarships](#) | [reports](#) |

[exams](#) | [students](#) | [subjects](#) | [studies](#) | [staff members](#) | [institutions](#) | **admin** |

[back to overview](#) > **Student card**

Selection criteria to specify the wanted list of students.

student surname:

study year:

organizational unit:

academic year:

study:

registration year:

grade:



order:

output report to:
 ☐ Screen
 ☒ PDF
 ☐ Excel

Output media wanted.

Create report

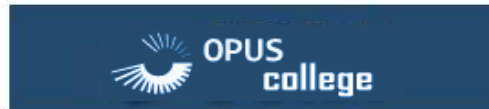
Button to create the output after all selections are

| <input checked="" type="checkbox"/> Create report | photo | gender | first names | surname | birth date | primary study | active |
|---|---|--------|---------------|-----------------------|--------------|---------------|--------|
| <input checked="" type="checkbox"/> | | | | | c 12, 1989 | Sociologia | yes |
| <input checked="" type="checkbox"/> |  | | | | 18, 1997 | Sociologia | yes |
| <input checked="" type="checkbox"/> |  | F | Paula, Sandra | Cossa | May 10, 1989 | Sociologia | yes |

Possibility to deselect (exclude) individual students from the list.

total number of student cards: 3 page 1 of 1 1

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STUDENTCARD

Faculdade de Ciências Sociais

Nº: STU2110042008145046

BI:

Name: Patricia Matos



Student's signature

Registry's signature



STUDENTCARD

Faculdade de Ciências Sociais

Nº: STU117042008105112

BI: 1234124312341241234

Name: Paula, Sandra Cossa



Student's signature

Registry's signature

| Org. Unit: Faculdade de Ciências Sociais | | | | |
|--|------------------------------|--------------|--------|----------------|
| Study - Grade: Sociologia - bachelor | | | | |
| Studyyear: 1º ano - 2007 | | | | |
| Variation: Primeiro ano de bacharelato Sociologia | | | | |
| Number | Student's name | Birthdate | Gender | Prov. of Birth |
| STU211004 | Sandra, Pilar GARCIA RAMIREZ | Oct 29, 1988 | F | Inhambane |
| Total: 1 | | | | |

| Org. Unit: Faculdade de Ciências Sociais | | | | |
|--|---------------------|--------------|--------|----------------|
| Study - Grade: Sociologia - bachelor | | | | |
| Studyyear: 1º ano - 2008 | | | | |
| Variation: Primeiro ano de bacharelato Sociologia | | | | |
| Number | Student's name | Birthdate | Gender | Prov. of Birth |
| STU117042 | Paula, Sandra COSSA | May 10, 1989 | F | Cabo Delgado |
| STU211004 | Patricia MATOS | Jun 18, 1997 | F | |
| STU211004 | Pedro, Juan VARON | Dec 12, 1989 | M | |
| Total: 3 | | | | |

| Org. Unit: Faculdade de Ciências Sociais | | | | |
|--|----------------------|--------------|--------|------------------|
| Study - Grade: Sociologia - bachelor | | | | |
| Studyyear: 1º ano - 2009 | | | | |
| Variation: Primeiro ano de bacharelato Sociologia | | | | |
| Number | Student's name | Birthdate | Gender | Prov. of Birth |
| STU211702 | Jorge, Juan GONZALEZ | Oct 20, 1990 | M | Cidade de Maputo |
| STU211702 | Maria, Pilar RUIZ | Mar 18, 1990 | F | Cabo Delgado |
| Total: 2 | | | | |

List of Students by Subject

| | |
|----------------|--------------------------------------|
| Delegation: | Faculdade de Ciências Sociais |
| Academic Year: | 2008 - 1º year |
| Study - Grade: | Sociologia - bachelor |
| Variation: | Primer ano de bacharelato Sociologia |
| Subject: | Introduction to Sociology 1 |

| Student's name | Birthdate | Gender | Province of Origin | Mark |
|-------------------------------|--------------|--------|--------------------|------|
| Cossa, Paula, Sandra | May 10, 1989 | F | Cabo Delgado | 8.0 |
| Garcia Ramirez, Sandra, Pilar | Oct 29, 1988 | F | Inhambane | 9.0 |
| Gonzalez, Jorge, Juan | Oct 20, 1990 | M | Cidade de Maputo | --- |
| Matos, Patricia | Jun 18, 1997 | F | --- | 7 |
| Ruiz, Maria, Pilar | Mar 18, 1990 | F | Cabo Delgado | --- |
| Varon, Pedro, Juan | Dec 12, 1989 | M | --- | 9.0 |

Total: 6

| | |
|----------------|--------------------------------------|
| Delegation: | Faculdade de Ciências Sociais |
| Academic Year: | 2008 - 1º year |
| Study - Grade: | Sociologia - bachelor |
| Variation: | Primer ano de bacharelato Sociologia |
| Subject: | Introduction to Sociology 2 |

| Student's name | Birthdate | Gender | Province of Origin | Mark |
|-------------------------------|--------------|--------|--------------------|------|
| Cossa, Paula, Sandra | May 10, 1989 | F | Cabo Delgado | 10 |
| Garcia Ramirez, Sandra, Pilar | Oct 29, 1988 | F | Inhambane | 8 |
| Gonzalez, Jorge, Juan | Oct 20, 1990 | M | Cidade de Maputo | --- |
| Matos, Patricia | Jun 18, 1997 | F | --- | 7.8 |
| Ruiz, Maria, Pilar | Mar 18, 1990 | F | Cabo Delgado | --- |
| Varon, Pedro, Juan | Dec 12, 1989 | M | --- | 6.5 |

Total: 6

Yet another report example: a list of students per subject, with their marks for the subject

Subjects passed

Garcia Ramirez, Sandra, Pilar
Sociología - bachelor

| Discipline | Mark |
|-----------------------------|------|
| Theories of Management | 9.0 |
| Introduction to Sociology 1 | 9.0 |
| Introduction to Sociology 2 | 8 |

Matos, Patricia
Sociología - bachelor

| Discipline | Mark |
|-----------------------------|------|
| Introduction to Sociology 1 | 7 |
| Introduction to Sociology 2 | 7.8 |

Additional Modules




Part 2: the

Scholarship Module and the Fees Module

These two additional modules were developed for Mozambique and are tailored to the Mozambican situation and regulation. But just as is the case for the Reports Module, these modules can be left out of the system or re-tailored to the specific needs and requirements of any country or institution.

We will just deal briefly with these modules in the next slides.



OPUS

college

user: DEMO (admin-B)

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fees | scholarships | reports |

exams | students | subjects | studies | staff members | institutions | admin |

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 [Matos, Patricia](#) >
 merit scholarship - 4 >
 add/edit scholarship application

scholarship application

scholarship application

applied for

merit scholarship - 4

granted

merit scholarship - 4

decision criteria

E

observation

The scholarship is granted on the "E" criteria, meaning: extreme poverty of parents.

The scholarship includes course fees, daily allowance and housing costs.

valid from

day month year

01 08 2009

the valid date format is dd-MM-yyyy

valid until



day month year

30 06 2010

the valid date format is dd-MM-yyyy

submit

complaints

| complaint date | reason | result | complaint status | active | |
|----------------|---|--------|------------------|--------|---|
| 20/08/2009 | The first payment of the scholarship was only partially paid. No amount for housing was included, although this is part of the scholarship. | | open | yes |   |

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Screenshot from one of the screens of the SCHOLARSHIP Module, including a complaint by the student concerning the fact that part of the scholarship money was not paid in time.

[back to overview](#) > **Cossa, Paula, Sandra**

payments

payments

organizational unit Faculdade de Ciências Sociais
primary study Sociología
student code STU117042008105112

| payments | | | | | | | |
|------------|---------|--------------------------------------|--------|-------------------|------------|-------|------------|
| deadline | fee due | study year | active | study plan detail | paydate | paid | total paid |
| 31/12/2008 | 150.0 | Primer ano de bacharelato Sociología | Y | 40 | 07/10/2008 | 100.0 | 100.0 |


rest payment: 50.0

Part 3.



Planning of the implementation of OPUS-College at your institution and the organizational framework necessary for a sustainable functioning of the system

Time Frame and activities of Implementation



November - February 2011: conversion of student and course data from the current system, into OPUS-College.

March 2011: start of the implementation phase with the installation of version 3.1. and training of a selected group of test users.

March – July 2011: testing of the milestone 3.1. version of OPUS by the selected and trained group of users (3 to 5) under supervision of the Functional System Administrator of OPUS-College.

March – June 2011: joint development of module(s) by the Zambian and Mozambican developers under supervision of the central project management (M. Pscheidt).

Time Frame and activities of Implementation



July/August 2011: installation of the remaining modules of OPUS-College requested by the Zambian universities by the central OPUS-development group (milestone/version 3.2.).

August 2011: 1 week “train the trainers” course concerning the new modules of OPUS given by the central project management (joint training for CBU and UNZA).

August – October 2011: testing of the full version of OPUS, including the new modules, by the selected and trained group of users under supervision of the Functional System Administrator of OPUS-College.

October 2011: final installation of the system.

Time Frame and activities of Implementation



October 2011: university-wide user training of OPUS, by the local trainers (test users), who by then should know the system enough to function as trainer.

November/December 2011: end of the implementation phase. The OPUS-College system now enters its production state and can be used for the registrations/management of the Academic Year 2012.

Necessary Organizational Framework



In order for a sustainable implementation and functioning of OPUS-College, the following functions and positions should be created at the institution.

Technical System Administration functions

1. One **Server administrator**: *responsible for the optimal technical functioning of the machine and platform the system runs on.*
2. One **System or application administrator**, *responsible for the installation and updates of the OPUS-College application, including the database management.*
3. Two **System Developers**, responsible for the development of new modules for OPUS-College.
4. Last but not least: one **Technical Project Manager** or supervisor, *responsible that all above mentioned tasks are executed correctly and in time.*

Necessary Organizational Framework



Functional System Administration functions

1. One **Central Functional Manager of OPUS-College:** *responsible for:*
 - a. *The user training for OPUS-College*
 - b. *The (organization and supervision of) the initial testing of the system and structurally testing of newly added functionality.*
 - c. *The coordination of the de-central functional administrators.*
 - d. *The collecting of new requests for functionality.*
 - e. *The communication with the technical people concerning (possible problems in) the technical functioning of the system as well as informing them about newly requested functionality to be developed.*
 - f. *Guard the agreed upon development process for new functionality (e.g. take care that the new functionality is delivered in time).*

Necessary Organizational Framework



Functional System Administration functions

2. De-central Functional Administrator for each School, *responsible for:*

- a. *The timely filling of the OPUS-College system in the school in question*
- b. *The collecting of possible requests for new functionality within the School.*
- c. *Functioning as contact person for the Central Functional Manager of OPUS*
- d. *Representing the School in the OPUS-coordination and information meetings, organized by the Central Functional Manager.*

Necessary Organizational Framework



Functional System Administration functions

3. One Contactperson for the de-central functional administrators (1 dean / asst. dean), responsible for:

a. Functioning as spokesperson for the De-central Functional Administrators

b. Functioning as contact person for the Technical Project Manager of OPUS.

c. Functioning as contact person for the Central Functional Manager of OPUS.

OPUS-College



Thank you for your attention!

Any questions?