

## **UNISOFT**

### Scholar Control System

#### **What is it?, and How does it work?**

The Unisoft, is the central system of the university through which we track our students performance, from their candidate status until they graduate high school levels, undergraduate and postgraduate courses.

The procedures and logistics of the academic administration are carried by the Unisoft, allowing each department to address correctly and perform activities in the most accurate way to complete phases of the procedure.

The unification of processes and management of a single database creates certainty in the information provided to the users of the different departments of the university.

The teachers are acquainted of all the academic information related to courses and classes given from the De La Salle community, from where, they can review consult or print out attendance lists, schedules, scores and capture scores at the scheduled time.

Whether academic, financial or supplementary activities, students can review their information at any time. The consultations range from the schedule, to the transcripts or grades of previous courses, as well as ensuring a place in their next re-enrollment, at the course of their interest.

#### **How does it work?**

The Progress Unisoft is developed "in Progress" under the scheme client-server.

Our Clients have Windows XP, Windows Vista and Windows 7; We use e two types of servers, the Windows 2003 application server, and the data under Solaris.

The ERP works throughout user profiles and levels of management or information access, allowing a flexible and secure administration. Users are classified into three main areas:

- a. Administrative
  - i. Financial education Management
  - ii. Human Resources
  - iii. Cashiers
  
- b. Academic
  - i. Officials
  - ii. Directors
  - iii. Coordinators
  - iv. School services
  - v. Teachers

- vi. Students
- vii. Secretaries
  
- c. Technical
  - i. System administrator
  - ii. Support

## **I. Responsibilities**

The responsibility of the ERP is divided as follows:

### **a. Academic**

- i. School Services Division
  - 1. Academic Control Headquarters
  - 2. Salamanca School Services
  - 3. Preparatory School Service
- ii. Schools and Colleges
  - 1. Directors
  - 2. Coordinators
- iii. Division of Graduate and Continuous Education

### **b. Administrative**

- i. Administrative and Finance Division
  - 1. Administrative bachelor Program Assistant
  - 2. Administrative graduate Program Assistant

### **c. Technical**

- i. Division of Technologies and Information
  - 1. Head of Networks and Telecommunications.
  - 2. Head of Systems

## **II Impact on university life**

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### **III SUMARIZING**

The Unisoft is the ERP (Enterprise Resource Planning) of the university divided into two large areas: academic and administrative. Each of these features are specific modules, among them: Admissions, profile, transcripts, academic control degree process and certification, banks, statements, safety, staff management and payroll management. It also has an online module available for students and teachers consultation.

The Unisoft is the management system of information regarding to academic programs, students, teachers and administrative staff of the university as well as the administration and financial control of students.

Based on user's profiles and to the activity they perform, it allows to give each of them applications, reports, approvals, processes or catalogs.

The internet module enables students to review information of their academic personal interest, such as their academic performance and financial history. The teachers can print lists of attendance, transcripts, and the fill out the grade grids of the subject(s) they are teaching.