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GRADUA PROJECT

project No. 585961-EPP-1-2017-1-AL-EPPKA2-CBHE-SP (2017 -2926/001 -001)

***“GRaduates Advancement and Development of
University capacities in Albania
GRADUA”***

Management Meeting (WP.9)

and

**IT Sustainability training for platform migration
and maintenance (WP.3.4)**

BOLOGNA, ITALY, 11-14 June 2019

Aula I, Department of Statistical Sciences

University of Bologna and Almalaurea permits

Via Belle Arti 41 & Viale Masini 36

DRAFT PROGRAMME



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Project Consortium

Agriculture University of Tirana	AUT-UBT
University of Tirana	UT
University of Arts, Tirana	UART
Polytechnic University of Tirana	PUT
University of Medicine Tirana	UMT
European University of Tirana	UET
POLIS University	U-POLIS
Catholic University "Our Lady of Good Counsel"	UniKZKM
Albanian University	AU
Alma Mater Studiorum Università di Bologna	UNIBO
University of Siena	UNISI
Universitat de Barcelona	UB
ISCTE - Instituto Universitariò de Lisboa	ISCTE-IUL
Chambers of Commerce and Industry, Tirana	CCIT
Consorzio Inter-Universitario AlmaLaurea	ALMALAUREA
Ministry of Education, Sport and Youth	MESY

Associate Partner: United Nations Development Programme, Tirana, Albania



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Meeting Content and Participants

The GRADUA Project meeting opens with the **PLENARY SESSION**, an institutional moment aimed at welcome the participants. Then, the meeting is organized in parallel sessions:

a. IT SUSTAINABILITY TRAINING FOR PLATFORM MIGRATION AND MAINTENANCE (WP.3.3):

The IT staff of the 9 beneficiaries universities of Agriculture University of Tirana, University of Tirana, University of Arts, Tirana, Polytechnic University of Tirana, University of Medicine Tirana, European University of Tirana, POLIS University, Catholic University "Our Lady of Good Counsel" plus Albanian Ministry of Education, Sport and Youth will receive an intensive training on how to manage the platform locally. The training is a follow up of d.3.2. Tirana Training held in November 2018. Main outcome of the intensive training is the transfer of capacity building to local staff and the placing of the platform (temporarily hosted by Almalaurea Interuniversity Consortium).

The scope of the training is to transfer to the local staff of Albanian partners advanced tools to run the GRADUA Platform locally.

B. MEETING OF COORDINATORS (MANAGEMENT MEETING): The meeting is addressed to **local coordinator** and **GRADUA team other than those involved in the IT sustainability training (researchers, administrative staff and dissemination team)**. The parallel sessions are intended to cover all technical aspects related to the Project, to assess the project state of art according to WPs and deliverables, including the financial issues.



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Meeting Day 1: Tuesday, June 11, 2019

Plenary Session

9:30 - 10:00 **Registration of participants**

10:00 - 10:30 **Welcome address:**

- *Alma Mater Università degli Studi di Bologna – Department of Statistical Sciences*
- *AlmaLaurea Inter-University Consortium*
- *Albanian Ministry of Education, Sport and Youth*

10:30 – 12:30 **State of Art of The Project**

Agriculture University of Tirana - coordinator of the Project

- Analysis of the expenditure reported in Interim report to EACEA
- Financial Management of the Project: state of Art and requirements:
 - documentation
 - eventual needs for budget adjustment
- Results achieved and difficulties encountered during the first half of the eligibility period
- Dissemination of the Gradua platform



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PARALLEL SESSION

Day1.Training session
Almalaurea
Viale Masini 36, meeting room 1st floor

Day 1. Management session
Department of Statistical Sciences
Via Belle Arti 41, Aula 1

14.00-17.00 IT Staff Training

Trainers:

Alberto Leone, AL IT Chief Officer;
Luca Santandrea, AL IT expert
Loris Cancellieri, AL IT expert

Meeting Contents:

Geographical and Educational decoding tables

Geographical decoding tables

1. Overview
2. How to add province/district/place
3. How to edit province/district/place descriptions
4. How to add provinces of a country into the system

Educational decoding tables

1. Overview
2. How to add new course
3. How to add new institute
 - a. What happens if we insert an institute with the enabled flag set to false?
4. How to delete old courses
5. How to renew course (new version of a course)
6. How to edit institute/ course descriptions
7. How to reorganize institute/course taxonomy
 - a. Case of deletion of faculty
 - b. Case of change of affection from an institute to another (existing or new)
8. How to add new university (or enable existing disabled one)

Student Help Desk

1. How to reset user password
2. How to unlock a user which has a blocked account
3. How to exclude or enable again a student
4. How to handle duplicated "National Tax Number"
5. Ticketing

Manual Certification of Degree Titles

16.30 - 17.00 Open discussion and closing of the day

14.00-17.00 Gradua Project management

- DB User guides and Tutorial (presentation of manuals for students, companies and staff)
- Thinking at Sustainability Plan
- Scheduling system Migration

The consortium will draft the Business Sustainability plan for allowing the future Sustainability of the Platform in Albania.

The following issues will be discussed:

- Centralization and Migration of the system
- Project management: distribution of tasks according to Consortium Member
- Simulation of Sustainability Budget of Gradua Consortium.

16.00 Open discussion and end of the day



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Meeting Day 2: Wednesday, June 12, 2019

PARALLEL SESSION

Day 2. Training session

AlmaLaurea

Viale Masini 36, meeting room 1st floor

Day 2. Management session

Department of Statistical Sciences

Via Belle Arti 41, Aula 1

<p>9.30-10.00 Registration of Participants</p> <p>10.00-17.00 IT Staff Training:</p> <p>Trainers: Alberto Leone, AL IT Chief Officer; Luca Santandrea, AL IT expert Loris Cancellieri, AL IT expert</p> <p>Meeting Contents: Management of Companies</p> <ol style="list-style-type: none"> 1. How to enable a company 2. What are company products and how to handle them <ol style="list-style-type: none"> a. CV Downloads b. Board job offers c. How to disable assigned products to a company 3. How to manage the users of an enterprise 4. How to delete a company <p>Companies' Area database schema</p> <p>Distributed search engine workflow and management</p> <ol style="list-style-type: none"> 1. Starting search form 2. Research launch and XML files <ol style="list-style-type: none"> a. How do CV research web services work 3. How to configure the CV research web services 4. Bookmarking and CV download 5. Particular Implementations <ol style="list-style-type: none"> a. Search form education dropdowns b. "Searchable" attribute c. Nested stored procedures d. Full text search e. "Id Annuncio" parameter <p>Internationalization of the website and label management</p> <ol style="list-style-type: none"> 1. Overview 2. How to add labels in the platform 3. How do placeholders work 	<p>9.30 - 10.00 Registration of Participants</p> <p>10.00-13.00 Meeting of Coordinator and GRADUA Working Group</p> <p>Meeting Contents:</p> <p>Developing the First Survey on Graduates Profile (WP.5.)</p> <p>How to enforce Student and Companies Registration</p> <p>Pilot Profile Survey: Planning of future activities</p> <p>Planning of future activities for enhancing student and companies registration GRADUA Consortium</p> <p>14.30 - 17.00 Open discussion and end of the day</p>
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<ul style="list-style-type: none">4. Custom building of a label without usage of the data table.5. Other languages references within the database6. Tabbed input7. Keys into the web configuration <p>Email and Forms Management</p> <ul style="list-style-type: none"><i>Email management</i><i>Registration forms management</i> <p>Working with the sitemap</p> <p>Error reporting</p> <ul style="list-style-type: none"><i>WriteError</i><i>ScriviTraceByLevel</i><i>History</i><i>Where to send the reporting emails</i> <p>16.30 17.00 Open discussion and closing of the day</p>	
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Meeting Day 3: Thursday, June 13, 2019

Training Session

<p>9.30-10.00 Registration of Participants</p> <p><u>10.00-17.00 IT Staff Training:</u></p> <p>Trainers:</p> <p>Alberto Leone, AL IT Chief Officer; Luca Santandrea, AL IT expert Loris Cancellieri, AL IT expert</p> <p>Meeting Contents:</p> <p>Students' Area and administrative data database</p> <p><i>Questionnaire tables used for student area</i></p> <p>Automated load of administrative data</p> <ul style="list-style-type: none">1. Overview and XML file validation2. Loading data into a work set3. First step4. Initial counts5. Heuristics<ul style="list-style-type: none">a. Automaticb. manual basing on ADM datac. manual basing on Student data6. Counting after heuristic phase7. Reverse control8. Non-matching iteration phase9. Temporal table match



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10. Degree type control
11. Publication procedure

Data extraction for statistical analysis

1. Overview
2. Extractions basing on administrative data coupling (via heuristics)
3. Extraction basing on SQL query

16.30 17.00 Open discussion and closing of the day

Meeting Day 4: Friday, June 14, 2019

Training Session

9.30-10.00 Registration of Participants

10.00-17.00 IT Staff Training:

Trainers:

Alberto Leone, AL IT Chief Officer;

Luca Santandrea, AL IT expert

Loris Cancellieri, AL IT expert

Meeting Contents:

Platform authentication and authorization

1. .NET membership
 - a. Specific tables
2. Roles and authorizations
3. Management of staff users
 - a. How to create a staff user

How to Build Reports and distribute them to Staff Users

Example report

How do report placeholders work?

System Architecture Overview

16.30 17.00 Open discussion and closing of the day