School management system

Needs

Employees

Calendar

Documents

Policies and procedures

Request forms (reimbursement, supplies, Training outcomes, scholarships)

Discipline - student and employee

Donation forms

Emergence forms

Phone lists

Resources

Hr

Employee - pay stubs, taxs, deductions, position info, dependents

Timesheets

Normal and sub

Approvals to hire

Employee notifications

Performance appraisals

Purchases

Risk Management

Training and certification

Safety data sheets

Professional Development

Reports

Budget

Department and school budgets

Budget worksheets

Admissions

Student admissions

Class enrollment

Program enrollment

Testing requirements

Student data collections and management

Faculty

Student management

Grades

Classes and enrolment

Student search

Under student search

Current student grades and class

Student info - address, email, phone, employment tracking

Notes on advising to add to student records

Unifocal transcripts

Class hour/credit totals

Progress to graduation reports

Forms

Warnings

Permission slips

Training outcome

Certificate change

Reports

Advising reports

Contact info

Total student lists

Couse completion planner

Attendance

Class list - Hrs/credits, current courses

Enrolled hours

Registration

Registered students by course

Students with courses

Students on LOA

Students by Certificate or Degree

Certificate or Degree

Requirements

Course descriptions

Supplies required

Outcomes

Placement data for students

Ability to make hot links

Ability's to email students - classes

Directory

Financial aid - never did anything about this so we would need to do some more research

Student side

Enroll in classes

Financial aid status

Payment status

General stats - classes completed, grades, classes,

Groups and social

Ways to schedule meetings with instructor or advisor

Some particular pain points I had or systems that I had to build manually to do my job

A good easy student management system designed for the departments.

* I used a trello board (several actually) to help manage this
	+ I had a general overview board that had a photo of the student, name, contact info, employment info and certificate and tack (specialty in my certificate), status (LOA, bad attendance, graduating or the like), advisor, student ID
	+ We had a second board that had a more detailed layout for each student that we could use for progress tracking, goals, advisory notes and class progress - students had access to this so they could check in on goals and add new goals. Would be great to have a hidden section for instructor view only and if the two boards connected

Much of the system still felt archaic and was very paper work dependent, would be nice to get rid of paper in general, needs a nice modern design, and needs to be easy to use, if a computer doesn't make life easier then it shouldn't exist.

Reports where often difficult to find or didn't give the right info, our ability to make your own report with the date you want would be invaluable

All of the systems didn't really talk to each other without a lot of work and hassle, everything needs to talk to everything else through APIs

Notification systems didn't work very well or when you would send out an email it look bad, a department and campus wide newsletter system would be great with design ability. This should also help in advertising campaigns.

There is a lot of info that goes on at a school and a lot of data, ways to filter out that data and make it more manageable would be great.

Also requests would be nice instead of always going through email or manual ways. For example I need to add so and so to a class or grade a class but because of certain permissions I need student services approval. Instead of having to email student services instead have a request system that request what is needed and student services can do it with a quick click because the system takes them to where they need to be.

A way to manage clubs, organizations, and projects would be helpful

Advertising management would also be great

Budget worksheet for department heads that can then be checked with accounting (accounting is often slow because they need to check everything but I can be really frustrating for department heads unless they keep track of their own)

A storage center for digitized documents to help with organization or if thing just have to be printed they can be stored and a digital copy made for easy reference.

I'm sure there is more on other sides, I only dealt with the student management side, if we decide we want to pursue this we should ask for wish lists from different departments and parts of the school from both btech and USU to get there input as well.