

UNIVERSITY SYSTEM OF ELECTRONIC CIRCULATION OF DOCUMENTS

Summary – The electronic system connecting database systems and client networking applications has been solely created to meet students' needs. Its basic features and objectives were focused on: tracking students' educational progress, managing their semester registrations and controlling their financial data. The system is also responsible for generating various kinds of certificates and diplomas with accompanying supplements, and maintaining communication between lecturers and students. Another useful feature of the system is dedicated for organising e-voting in university elections and periodical assessment of lecturers and their lectures, classes and laboratories. Efficiency, reliability, purposefulness and high usability of this system have been confirmed by all its users during the 10 years of system exploitation (first module of the currently existing system was created at the beginning of 2001). Similar electronic systems of data interchange (EDI – Electronic Data Interchange) are becoming more and more popular at the moment. Supporting different areas of administrative and business operability they have many advantages, one of them being a positive effect on increasing efficiency. What is more, they favour gradual increase of usability and readability of the implemented procedures. EDI systems enable optimisation of all the processes of data management. Thanks to them, excessive data duplication is avoided, which leads to a higher consistency and efficiency of data flow. Without any doubt, additional plus points of these systems are, among others, shortening the time of data circulation, reduction of costs in human resources management, decreasing the amount of errors and the ability to retrieve statistical data. The paper presents the process of designing both the model of the functional system and sample user interfaces. Reliable and user-friendly system is possible to implement only when it is easy to use, credible and nice-looking. What is more, the system should be solely designed with its users in mind. That is why, when creating any IT system one should pay special attention to defining the list of objectives, requirements and needs of the potential users. This phase does not incur any problems in case of aware and nonaccidental users who can clearly and precisely describe their needs and requirements. Otherwise, the system designer has to spend hours on trying to predict potential user's needs and envisaging his or her role on the system. The creation of the system described was inspired by students themselves. Fast and easy access to university network services and to electronic database of resources, as well as quick communication with lecturers and the ability to track financial data and to monitor their educational progress were among many of the issues students raised with reference to their requirements from the system. Due to a wide range of educational services and very complex user profiles, the system was divided into a series of smaller units, specially tailored for work on unite and common data, which helped to adjust different application interfaces to meet the needs of various user groups. The paper presents a list of practical comments and tips which can facilitate creating and upgrading the existing computer systems.