Managing Student Academic Projects

Creating and Managing a Student Academic Project

Student Academic Projects was developed to address the needs of institutions for enhanced management of student projects such as thesis and dissertations. Student Milestones has previously used to track these types of academic projects. Student Academic Projects utilizes many of the functions developed for the Graduate Research Management (Research Tracking) feature such as the ability to define topics of study, the ability to define supervisors for the project, and the utilization of the Evaluation Management System to score the completed project by a committee of evaluators, or individuals. Projects can be associated to a specific term, term session, or enrolled class.

This section discusses how to:

- Create and manage a student academic project.
- Enter additional details for a student academic project.

Pages Used to Create and Manage a Student Academic Project

Page Name	***Definition Name***	***Navigation***	***Usage***
Project Management	SSR_PROJ_MGMT	Records and Enrollment, Academic Projects, Student Project Management, Project Management	Track the development of the project and access the Evaluation Management component to conduct and score the formal evaluation.
Additional Details	SSR_PROJ_MGMT2	Records and Enrollment, Academic Projects, Student Project Management, Additional Details	Assign supervisors to the project. Multiple supervisors are supported. Add any new requirements that must be tracked for the project.

Creating and Managing a Student Academic Project

Access the Project Management page (Records and Enrollment, Academic Projects, Student Project Management, Project Management).

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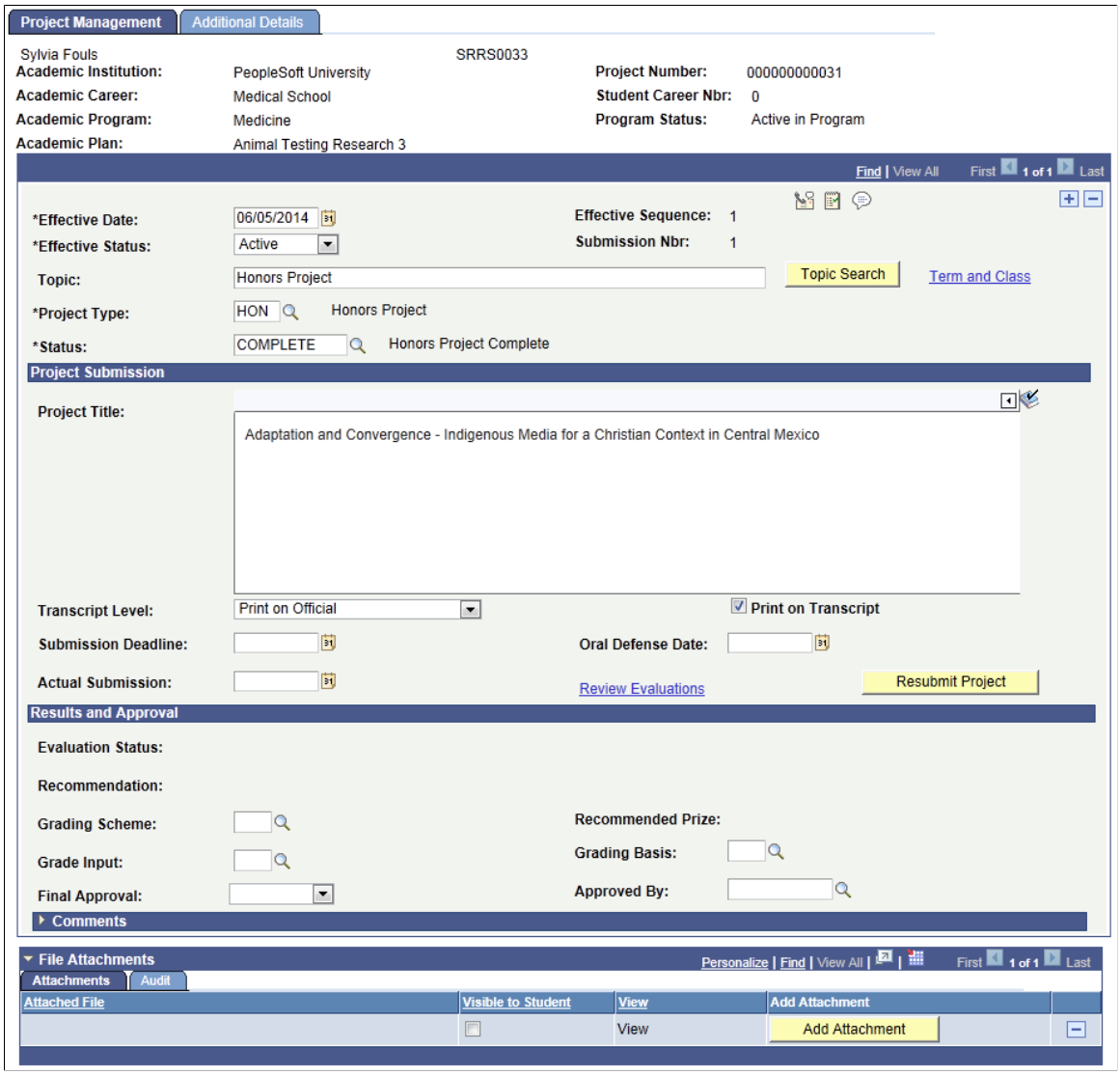
Bundle 34

Added “Transcript Level” and “Print on Transcript” fields to support Project Title information on transcripts.

Image: Project Management page

This example illustrates the fields and controls on the Project Management page. You can find definitions for the fields and controls later on this page.



When you access this page in the Add mode to create a student academic project, you must specify the ID (EmplID), Academic Institution, and Academic Career of the matriculated student.

Academic Institution, Academic Career, Academic Program, Academic Plan, Student Career Number, Program Status	Derived from the Student Program/Plan record.
Project Number	The system generates a unique project number when you add a new student academic project.

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Project Header Detail

Click to view the student's academic program and academic plan at the time when the academic project was created. This link will only appear if the student's program or plan values at the time of project creation do not match the student's current program or plan.

Depending on the type of project and the institution's business rules, a change in the student's academic program or academic plan after the student has started the project may require a review and approval by the administrator. When this condition occurs, the system displays the Project Header Detail link and the link enables the administrator to review the change and make the appropriate adjustments, if necessary.

Additional Information

Click to access the Common Attributes subpage. This page uses the thesis common attributes record.

See Using Common Attribute Framework for Research Tracking

For information about the Send Notification button,

See Using Online Notifications

Topic

Enter a topic in this field. Or click the Topic Search button to select a topic that you have set up in the Academic Project Topics – Topic Setup page.

Term and Class

Click to access the Term and Class page where you can associate the project with a term, session and class number.

Project Type

Select one of the values defined on the Academic Project Types page. You must select a project type to be able to enter a Status value.

Status

The status codes available here are determined by the group code defined for the project type. The status values of the group code are defined on the Process Status Codes page with the *Project* system usage value.

SeeSetting Up Research Status Codes

Project Submission

Project Title

Enter the project title in this field.

Transcript Level

Select the Transcript Level at which you want the Project Title information to be published.

Print on Transcript

Select this check box if you want to print Project Title information on the transcript.

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Note: It is possible to print multiple Project Titles from a single project record. The transcript process selects the most recent row for each unique submission number where the Transcript Level is set and the Print on Transcript option is selected.

Submission Deadline Date when the student should submit the project for evaluation.

Actual Submission Track the actual submission of the project for evaluation.

Oral Defense Date Enter the date of the oral defense, if required.

Review Evaluations Click to access the Manage Evaluation component. If no matching evaluation record exists, the system prompts you to select an Evaluation Category and Evaluation Code to create the evaluation records.

See "Managing Evaluations *(PeopleSoft Campus Community 9.0 Fundamentals PeopleBook)*"

Resubmit Project Click if you want a new evaluation to be administered. This may be necessary if the first evaluation results in a non-passing score. Resubmitting the project will preserve the information and evaluation of the first project. A new evaluation will be generated for the resubmitted project. These is no limit to the number of times a project can be re-evaluated.

When you click this button, the system adds a new row to the page with the Submission Number incremented and the page fields reset to blank.

Results and Approval

Evaluation Status, Recommendation, Recommended Prize Displays the values from the Manage Evaluation component.

Grading Scheme, Grading Basis, Grade Input The system prompts you from the Grading Scheme Table page for these fields. The Grade Input represents the final grade assigned to the project.

See Defining Grading Schemes

Final Approval Select *Approved* or *Rejected* to indicate whether the Head of Department (or perhaps the Dean or Chair of Examiners) has approved or rejected the project.

Approved EmplID of the person who has given the final approval.

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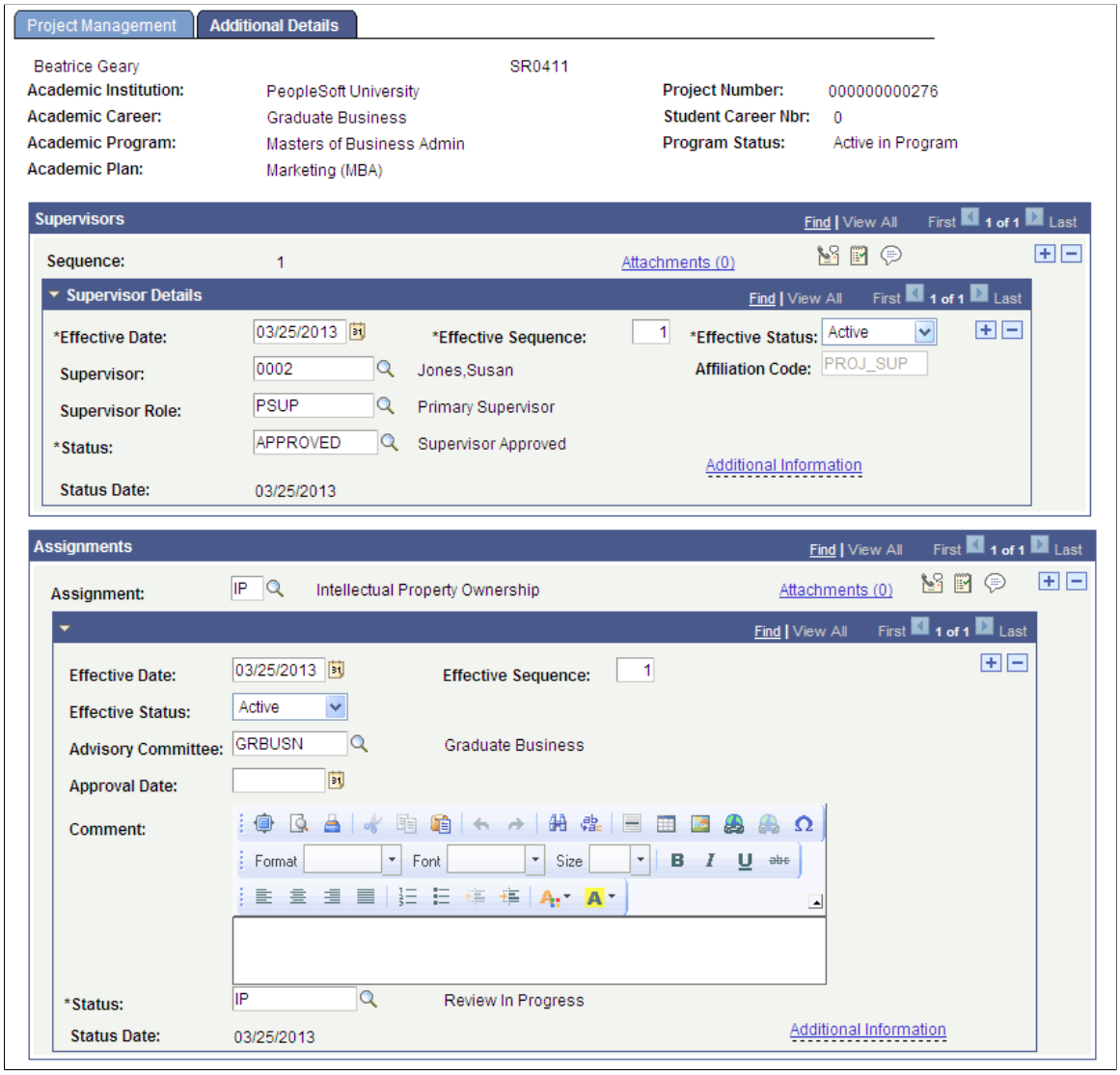
Entering Additional Details for a Student Academic Project

Access the Additional Details page (Records and Enrollment, Academic Projects, Student Project Management, Additional Details).

Image: Additional Details page

This example illustrates the fields and controls on the Additional Details page. You can find definitions for the fields and controls later on this page.



The Supervisors scroll area is used to assign the project supervisor(s). The prompt values for the Supervisor field are limited to records created in the Academic Projects – Administrator Profile Management page with the project supervisor role and are eligible to be assigned to the project.

See Assigning Candidate Supervisors

See Defining and Managing Administrator Profiles

The Assignments scroll area is used to track any school defined assignments for the project. This is similar to the Candidate Management - Other Assignments page.

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See Tracking Additional Candidate Assignments

Related Links

Creating Assignments for Multiple Students

Creating Student Academic Projects in Batch

This section discusses how to create Student Academic Projects using a batch process.

Pages Used To Create Student Academic Projects in Batch

Page Name	*Definition Name*	*Navigation*	*Usage*
Create Project Records	SSR_PROJ_BATPR	Records and Enrollment, Academic Projects, Student Project Management, Create Project Records	Create student academic project records in batch for a group of students.

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Creating Student Academic Projects in Batch

Access the Create Project Records page (Records and Enrollment, Academic Projects, Student Project Management, Create Project Records).

Image: Create Project Records page (1 of 2)

This example illustrates the fields and controls on the Create Project Records page (1 of 2). You can find definitions for the fields and controls later on this page.

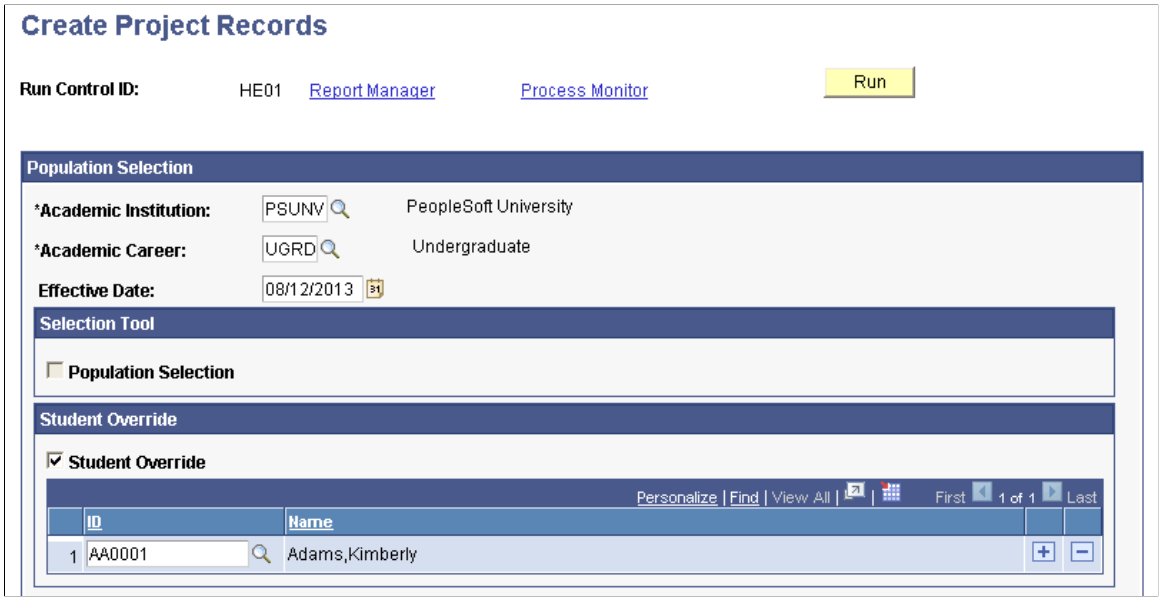
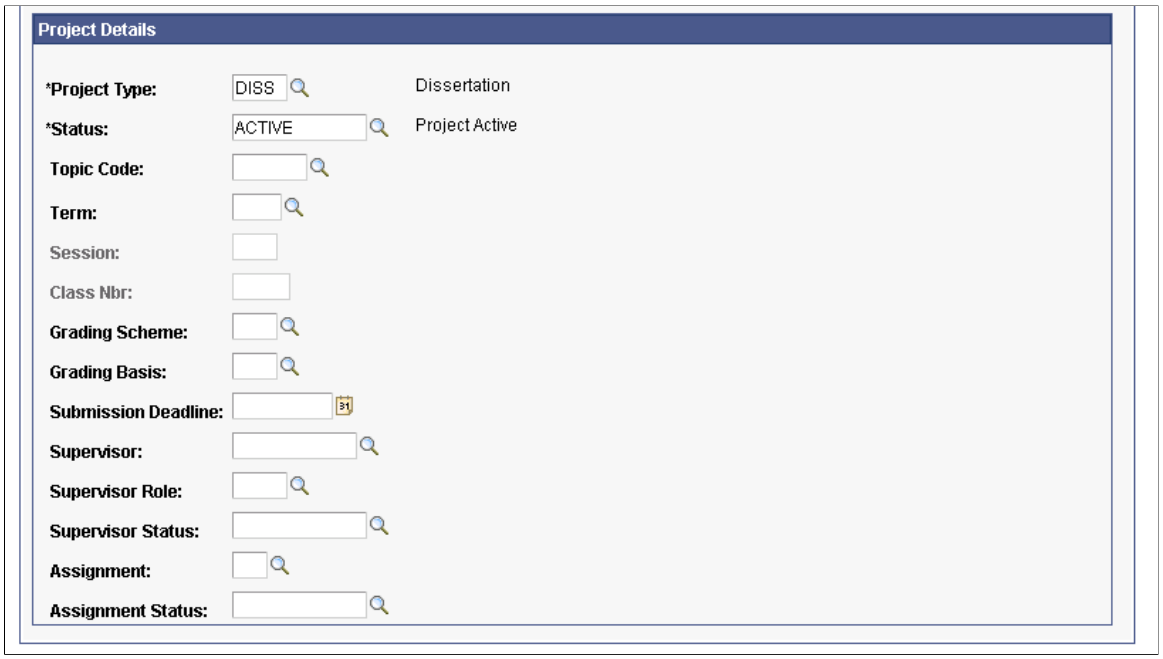


Image: Create Project Records page (2 of 2)

This example illustrates the fields and controls on the Create Project Records page (2 of 2). You can find definitions for the fields and controls later on this page.



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This Application Engine process enables you to create student academic project records for a group of EmplIDs. The process creates the same records as done through the Add mode of the Student Project Management component.

You can either use the Population Selection Framework to identify the population of students or can manually enter a list of EmplIDs in the Student Overrides region.

Note: For the process to create an academic project, the EmplID must have an active ACAD_PROG record. The system enforces this selection rule if you use the Student Overrides region. The ID fields in the Student Overrides region prompt you with only those EmplIDs that have an active ACAD_PROG record. However, the system cannot enforce this rule if you use Population Selection. It is important to review the delivered sample query or sample Equation Engine equation to see how to select your target populations. Note that when you run the Create Project Records process using Population Selection and if the process finds an EmplID which does not have an active ACAD_PROG record, then the process will skip the EmplID record and move on to the next EmplID in the selection. The process message log will display the EmplIDs of all projects records created and those that were skipped.

After the process creates the student academic project records, use the Project Management and Additional Details pages to manage these records.

Population Selection

Select this check box to run the process using Population Selection.

Population selection is a method for selecting the IDs to process for a specific transaction. The Population Selection group box is a standard group box that appears on run control pages when the Population Selection process is available or required for the transaction. Selection tools are available based on the selection tools that your institution selected in the setup of the Population Selection process for the application process and on your user security. Fields in the group box appear based on the selection tool that you select. The fields behave the same way from within the group box on all run control pages and application processes. If your institution uses a specific delivered selection tool (PS Query, Equation Engine equation, or external file) to identify IDs for a specific transaction, you must use it.

See "Using the Population Selection Process *(PeopleSoft Campus Community 9.0 Fundamentals PeopleBook)*"

The PeopleSoft system delivers a sample query (SSR_CREATE_ACADPROJ) and sample equation (SRPSSACADPROJ) for the Create Project Records process.

See "Queries for Population Selection *(PeopleSoft Campus Community 9.0 Fundamentals PeopleBook)*"

When you select the Population Selection check box, the Student Override check box becomes unavailable for entry.

Student Override

Select this check box to specify one or more EmplIDs for whom you want to run the Create Project Records process.

When you select the Student Override check box, the Population Selection check box becomes unavailable for entry.

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Project Details

Use the fields in this group box to specify default field values that the process will assign to the project records.

Effective Date Select the date that the process should assign as Effective Dates and Status Dates to the project records. If left blank, then the process will use the current date.

Project Type This field displays the same prompt values that the Project Type field in the Project Management page displays. You must select a project type to be able to enter a Status value.

Status This field displays the same prompt values that the Status field in the Project Management page displays. This is a required field.

Topic Code This field displays the same topics that the Topic Search button in the Project Management page displays.

Term Term values are defined on the Term Table page.

Session This field is available for edit only if you have selected an academic institution and term.

Class Nbr This field is available for edit only if you have selected an academic institution and term.

Grading Scheme This field displays the same prompt values that the Grading Scheme field in the Project Management page displays.

Grading Basis This field is available for edit only if you have selected a grading scheme. The field displays the same prompt values that the Grading Basis field in the Project Management page displays.

Supervisor This field displays the same prompt values that the Supervisor field in the Additional Details page displays. The process is limited to adding a single supervisor record. Additional supervisors must be added directly in the Student Project Management component after the project record has been created.

Supervisor Role Required if you have selected a supervisor. This field displays the same prompt values that the Supervisor Role field in the Additional Details page displays.

Supervisor Status Required if you have selected a supervisor. This field displays the same prompt values that the (Supervisor) Status field in the Additional Details page displays.

Assignment This field displays the same prompt values that the Assignment field in the Additional Details page displays. The process is limited to adding a single assignment record. Additional assignments must be added directly in the Student Project

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	Management component after the project record has been created.
Assignment Status	Required if you have selected an assignment. This field displays the same prompt values that the (Assignment) Status field in the Additional Details page displays.

Duplicate checking edits

A student may have more than one project during their matriculation. In fact, a student can have multiple active projects occurring at the same time. The system supports this capability. At the same time, care must be taken to prevent the accidental creation of duplicate project records.

The Create Project Records process will perform the following check to detect a possible duplicate project record being created: If there already exists a project record with the same institution, career, project type, topic code, term, session, and class number that matches the run control settings, the record will be skipped and the message log will indicate that no project record was created due to it being a potential duplicate record. If you still want to create the project record, this must be done manually using the Student Project Management component.

Creating Assignments for Multiple Student Academic Projects

Use the Create Assignments page to insert new assignments into existing academic project records for multiple students.

See Creating Assignments for Multiple Students

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